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# Grammar Spectrum 2

*English rules and practice*

Pre-intermediate  
With answers

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*English rules and practice*

**Grammar Spectrum** is a series of studybooks that progress from elementary to intermediate:

Grammar Spectrum 1	Elementary
Grammar Spectrum 2	Pre-intermediate
Grammar Spectrum 3	Intermediate

Each book in the series can be used:

- (i) as a grammar reference and exercise book on its own,
- (ii) as a supplement to a coursebook at the same level.

The grammar syllabus for the series as a whole closely matches the syllabus found in the major coursebook series.

Every unit contains concise grammar explanations, followed by extended exercise practice, so that learners can really master the grammar topic they are studying.



# Introduction

*Grammar Spectrum 2* is for pre-intermediate students of English. It explains and practises the grammar that pre-intermediate students need to learn. It can be used for self-study, for homework, and in class. This book is part of the *Grammar Spectrum* series of books; students can use the whole series to progress from an elementary to an intermediate level of English.

## Using the book

When you have a particular grammar problem, you can look it up in the Contents at the front of the book, or in the Index at the back. You can then study the unit that deals with that problem. Or, you can work through the book from beginning to end.

Each unit begins with an explanation of the grammar point, and then it has a number of exercises for students to practise the grammar they have read about. Students can write their answers in the book, or on a separate piece of paper. When you have finished the exercises, you can check your answers in the answer key at the back of the book (page 102).

Form tables at the back of the book (pages 94–97) give information on Present Simple forms, -ing forms, past participles, etc.

## Finishing the book

When you have finished studying the whole book, you can do the Exit tests on pages 98 to 101. In the Exit tests, every question tests something from a unit with the same number. If you make a mistake, for example in question 30, you can look back to unit 30 and study that unit again. The answers to the Exit tests are on page 117.

Enjoy your studies, and remember, when you have finished *Grammar Spectrum 2*, you are then ready to go on to *Grammar Spectrum 3*.



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# 1 Present Simple (I start)

1 We form the Present Simple in this way:

POSITIVE		
I	}	start at eight o'clock.
You		
We		
They		
He	}	starts at eight o'clock.
She		
It		
NEGATIVE		
I	}	do not don't } start at eight o'clock.
You		
We		
They		
He	}	does not doesn't } start at eight o'clock.
She		
It		
QUESTIONS		
Do	{ I you we they }	start at 8?
Does	{ he she it }	start at 8?

2 With **he/she/it** we add **-s** to most verbs:

**walk → walks   get → gets   leave → leaves**

But there are some exceptions:

► We add **-es** to verbs which end with **-sh**, **-ch**, **-ss** or **-o**:

**finish → finishes   catch → catches  
do → does   go → goes**

► We change some verbs that end with **-y** in this way:

**cry → cries   worry → worries  
study → studies**

► But we add **-s** to verbs that end with **-ay**, **-ey**, **-oy** or **-uy**:

**pay → pays   play → plays   buy → buys**

3 We use the Present Simple for facts:

*Secretaries **work** in offices.  
Ruth **does** all her work very well.  
It **doesn't snow** in this country.*

4 We use the Present Simple for repeated actions (e.g. habits, and events on a timetable):

*I usually **play** tennis at weekends.  
Lessons **start** at 9 o'clock every morning.*

## Practice

A Put the verbs in brackets ( ) into the correct forms of the Present Simple. For negative verbs, use the short forms (*don't*, *doesn't*). Sometimes you do not need to change the verb in brackets.

- Tom catches (catch) the bus to school at about 9 o'clock.
- It often \_\_\_\_\_ (rain) at this time of the year.
- I \_\_\_\_\_ (not/drive) to work. I go by bus.
- She usually \_\_\_\_\_ (have) lunch at about 1 o'clock.
- He \_\_\_\_\_ (not/earn) much money in his job.
- This problem \_\_\_\_\_ (not/happen) very often.
- My father \_\_\_\_\_ (fly) to the USA regularly.
- Trains to Oxford \_\_\_\_\_ (leave) every hour in the morning.
- You \_\_\_\_\_ (not/do) your work carefully enough.
- She \_\_\_\_\_ (read) a newspaper every day.
- We \_\_\_\_\_ (not/listen) to the radio very often.
- He often \_\_\_\_\_ (arrive) at work late.
- They \_\_\_\_\_ (go) to a lot of concerts.

**B Complete the questions in the Present Simple.**

- 0 A: Does Alan use a computer?  
B: Yes, Alan uses a computer.
- 1 A: \_\_\_\_\_ in an office?  
B: No, Carol works in a factory.
- 2 A: Where \_\_\_\_\_ your games?  
B: We play our games in the local park.
- 3 A: \_\_\_\_\_ the bus to school?  
B: Yes, I take the bus to school every morning.
- 4 A: When \_\_\_\_\_?  
B: The shops close at 5 o'clock in the afternoon.
- 5 A: \_\_\_\_\_ abroad on holiday every year?  
B: Yes, we go abroad every year.
- 6 A: \_\_\_\_\_ a lot of coffee every day?  
B: Yes, I drink about ten cups of coffee every day.
- 7 A: What kind of car \_\_\_\_\_?  
B: He drives an old German car.
- 8 A: When \_\_\_\_\_?  
B: The lessons finish at 4.30 every day.

**C Complete the dialogues using the Present Simple. For negative verbs, use short forms (*doesn't, don't*).**

- 0 A: Do you watch TV every evening?  
B: No, we don't watch TV every evening.
- 1 A: Does Anna take the bus to work?  
B: Yes, she \_\_\_\_\_ the bus to work at 7 o'clock every morning.
- 2 A: What time do you have dinner in the evening?  
B: We usually \_\_\_\_\_ dinner at about 8 o'clock in the evening.
- 3 A: Do you often eat in restaurants?  
B: Yes, we often \_\_\_\_\_ in restaurants.
- 4 A: Where does Alison teach?  
B: She \_\_\_\_\_ at the university.
- 5 A: \_\_\_\_\_ here very often?  
B: No, I don't come here very often.
- 6 A: When \_\_\_\_\_ in the morning?  
B: The post arrives at 8 o'clock in the morning.
- 7 A: Do you play any sports?  
B: No, I \_\_\_\_\_ any sports. I don't like sport.
- 8 A: \_\_\_\_\_ to the office at weekends?  
B: No, she doesn't go to work at weekends.
- 9 A: Where \_\_\_\_\_ your car every evening?  
B: I park my car in the street outside my apartment.

## 2 Present Continuous (I'm working)

1 We form the Present Continuous in this way:

POSITIVE				
I	am/'m	}	working now.	
You	are/'re			
We				
They				
He	is/'s			
She				
It				
NEGATIVE				
I	am not/'m not	}	working now.	
You	are not			
We				
They				
He	is not			
She				
It				
QUESTIONS				
Where	am	I	}	working now?
Where	are	you		
		we		
		they		
Is		he		
		she		
		it		

2 To make the -ing form, we add -ing:

walk → walking go → going

There are some exceptions:

► verbs ending with -e:

-e → -ing: come → coming

but: see → seeing

► verbs ending with -ie:

-ie → ying: lie → lying

► verbs ending with one vowel (a,e,i,o,u) and one consonant (b,c,d,f,g,k,l,m,n,p ...):

-t → -tting: sit → sitting run → running

(For more details, see Table C, on page 95.)

3 Look at this picture of Mike:



We use the Present Continuous for things that are happening now:

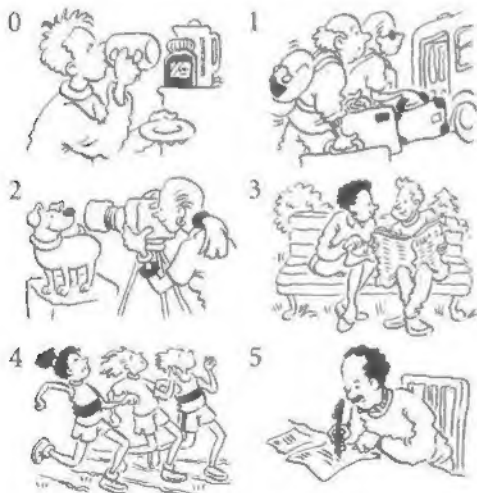
Where's Mike? ~ He's **sitting** outside.

We also use the Present Continuous for things that are happening for a period of time around now, but not at the moment we speak:

Mike **is building** his own house.

### Practice

A Complete the sentences about the pictures. Use the correct Present Continuous form of the verb in brackets, and *he/she/they*.



- 0 He's drinking \_\_\_\_\_ (drink) a cup of coffee.
- 1 \_\_\_\_\_ (carry) their suitcases.
- 2 \_\_\_\_\_ (take) a photograph.
- 3 \_\_\_\_\_ (sit) on a bench.
- 4 \_\_\_\_\_ (run) in a race.
- 5 \_\_\_\_\_ (write) a letter.



**B Complete the dialogues using the Present Continuous forms of the verbs in brackets ( ), and I/you/he/she etc.**

- 0 A: What are you watching (watch) on the TV?  
B: I'm watching a programme about wildlife in Africa.
- 1 A: What \_\_\_\_\_ (do) at the moment?  
B: He's reading a book.
- 2 A: \_\_\_\_\_ (listen) to me?  
B: Yes, of course I'm listening to you.
- 3 A: Where \_\_\_\_\_ (go)?  
B: I'm going to the shops.
- 4 A: What \_\_\_\_\_ (cook)?  
B: He's cooking an Italian dish.
- 5 A: Where \_\_\_\_\_ (stay)?  
B: She's staying with some friends.
- 6 A: \_\_\_\_\_ (wait) for the number 36 bus?  
B: No, I'm waiting for a different bus.
- 7 A: \_\_\_\_\_ (rain) at the moment?  
B: No, it's quite sunny now.
- 8 A: What \_\_\_\_\_ (read)?  
B: I'm reading a very interesting novel.

**C Complete the dialogues using the Present Continuous forms of the words in brackets.**

- 0 A: What's Jenny doing?  
B: She's talking (She/talk) to her mother on the phone.
- 1 A: What are John and Michael doing?  
B: \_\_\_\_\_ (They/play) a game of cards.
- 2 A: \_\_\_\_\_ (the weather/get) better?  
B: No, it's very cold outside.
- 3 A: \_\_\_\_\_ (you/leave)?  
B: Yes, I have to go home now.
- 4 A: Where's Harry?  
B: \_\_\_\_\_ (He/make) a cup of coffee in the kitchen.
- 5 A: Where's your car?  
B: It's at home. \_\_\_\_\_ (It/not/work) at the moment.
- 6 A: \_\_\_\_\_ (you/watch) this programme?  
B: No, we can watch a different programme if you want.
- 7 A: Is Michael at home?  
B: No, \_\_\_\_\_ (he/post) some letters at the post office.
- 8 A: \_\_\_\_\_ (Paul/do) a course?  
B: Yes, he's studying Business Management.

### 3 Present simple (I go) or Present Continuous (I'm going)

Compare the Present Simple and the Present Continuous:

- |   |   |
|---|---|
| <p><b>1</b> We use the Present Simple to talk about facts (things which are true at any time):<br/> <i>Anna <b>speaks</b> good Spanish.</i><br/> <i>Journalists <b>write</b> newspaper articles.</i><br/> <i>I <b>come</b> from Norway. (= I am Norwegian).</i></p>   | <p>We use the Present Continuous to talk about things that are happening now:<br/> <i>Anna's busy. She's <b>speaking</b> on the phone.</i><br/> <i>What <b>are</b> you <b>writing</b>? ~ A letter to Jane.</i><br/> <i>Look! The bus <b>is coming</b>.</i></p>  |
| <p><b>2</b> We use the Present Simple for situations that exist for a long time, and for actions that are repeated (e.g. people's habits, or events on a timetable):<br/> <i>Mike <b>works</b> for an advertising company. He <b>lives</b> in Paris. (= His home is in Paris.)</i></p> <div style="text-align: center;"> </div> <p><i>Jane <b>travels</b> a lot in her job.</i><br/> <i>I <b>do</b> a lot of sport.</i><br/>         We can use words like <b>usually, often, every</b>:<br/> <i>We <b>usually</b> go out to dinner at weekends.</i><br/> <i>I <b>often</b> go to football matches on Sundays.</i><br/> <i>The buses <b>leave every hour</b>.</i></p> | <p>We use the Present Continuous for things that continue for a limited period of time around now (e.g. holidays, visits, temporary jobs, school or university courses):<br/> <i>John <b>is working</b> in the USA for six weeks.</i><br/> <i>He's <b>living</b> in New York.</i></p> <div style="text-align: center;"> </div> <p><i>Jane's <b>travelling</b> around Europe for a month.</i><br/> <i>I'm <b>doing</b> a one-year course in tourism.</i></p> |
| <p><b>3</b> We use the Present Simple with thinking and feeling verbs (e.g. <b>know, like, want, love, hate, remember</b>):<br/> <i>I <b>don't know</b> which train to catch.</i></p>   | <p>We do not usually use the Present Continuous with thinking and feeling verbs:<br/>         Not <del><i>I'm knowing someone who lives in Venice.</i></del></p>  |

#### Practice

A Complete the sentences with the Present Simple (*I do*) or the Present Continuous (*I am doing*).

- 0 I leave (leave) home at 7 o'clock every morning.
- 1 She usually (work) in the Sales Department in London, but at the moment she (do) a training course in Bristol.
- 2 Linda (wash) her hair every day.
- 3 He (try) very hard in every game that he (play).
- 4 Excuse me. I think that you (sit) in my seat.
- 5 (you/listen) to the radio very often?
- 6 Don't talk to me now. I (write) an important letter.
- 7 Why (they/drive) on the left in Britain?

- 8 It \_\_\_\_\_ (not/get) dark at this time of year until about 10 o'clock.
- 9 It usually \_\_\_\_\_ (rain) here a lot, but it \_\_\_\_\_ (not/rain) now.
- 10 A: What are you doing?  
B: I \_\_\_\_\_ (bake) a cake. Why \_\_\_\_\_ (you/smile)?  
\_\_\_\_\_ (I/do) something wrong?

**B** Two people are standing on a railway station platform. Write the conversation between them, using the Present Simple or the Present Continuous. Sometimes, it is not necessary to change the verb form.

Robert: (Hello. / you / wait / for the same train as me?)

<sup>0</sup> Hello. Are you waiting for the same train as me?

Paul: (I / not / know. I / wait / for the 6.15 to Brussels. And you?)

<sup>1</sup> \_\_\_\_\_

Robert: (Yes, me too. / you / live / in Brussels?)

<sup>2</sup> \_\_\_\_\_

Paul: (No. I come from Brussels, but I / study / at university in Paris at the moment.)

<sup>3</sup> \_\_\_\_\_

Robert: (Oh yes? What course / you / take?)

<sup>4</sup> \_\_\_\_\_

Paul: (I / do / a two-year course in Business Management.)

<sup>5</sup> \_\_\_\_\_

Robert: (So why / you / go / to Brussels?)

<sup>6</sup> \_\_\_\_\_

Paul: (All my friends / live / there, and I / often / go / there at weekends.)

<sup>7</sup> \_\_\_\_\_

(I / not / know / many people in Paris. What about you? / you / often / go / to / Brussels?)

<sup>8</sup> \_\_\_\_\_

Robert: (Yes, on business. I / go / to a meeting there today.)

<sup>9</sup> \_\_\_\_\_

Paul: (Oh yes. What kind of job / you / do?)

<sup>10</sup> \_\_\_\_\_

Robert: (I / work / in the Marketing Department of a small company, and I / often / travel / to different towns and cities for meetings.)

<sup>11</sup> \_\_\_\_\_

Paul: (What / your company / sell?)

<sup>12</sup> \_\_\_\_\_

Robert: (It / make / clocks.)

<sup>13</sup> \_\_\_\_\_

Paul: (Oh look! The train / come.)

<sup>14</sup> \_\_\_\_\_

## 4 Past Simple (I walked, she rang)

- 1 We form the Past Simple of regular verbs by adding **-ed** to the verb:

walk → walked watch → watched  
open → opened ask → asked

There are some exceptions:

- verbs ending with **-e**:

+ **-d**: live → lived like → liked

- verbs ending with a consonant and **-y**:

**y** → **-ied**: apply → applied try → tried

- most verbs ending with one vowel and one consonant:

**-p** → **-pped**: stop → stopped  
plan → planned

(For more details on the form of the Past Simple, see Table D on page 95.)

- 2 The Past Simple form of many verbs is irregular:

do → did	have → had
take → took	buy → bought
come → came	stand → stood
find → found	ring → rang
go → went	say → said

(For more details, see Table E, page 96.)

- 3 We form the negative with **didn't** and the infinitive (e.g. **do, take, understand**):

*I **didn't** understand. (Not  
didn't understood)*

We form questions with **did** and the infinitive (e.g. **watch**):

***Did** you watch the film?*

- 4 The Past Simple of **be** is like this:

I/he/she/it was/wasn't } very good  
You/we/they were/weren't }

Was I/he/she/it } very good?  
Were you/we/they }

- 5 We use the Past Simple to talk about a completed event in the past. We often say when it happened (e.g. **yesterday, last night**):

*Chris **phoned** me yesterday. He wanted to  
discuss something with me.*

***Did** you enjoy the concert last night?*

- 6 We can use the Past Simple with **for** to talk about something that continued for a period of time, and ended in the past:

*I **lived** in Rome for two years. Then I went to  
work in Japan.*

past 1 2 3 4 (now)  
I for 2 years

### Practice

- A Complete the sentences using the Past Simple form and the words in brackets ( ).

0 We went (go) on holiday to Scotland last year.

1 I \_\_\_\_\_ (take) a taxi from the airport to the city centre.

2 We \_\_\_\_\_ (walk) to the park and then we \_\_\_\_\_ (play) tennis.

3 A: \_\_\_\_\_ (be/your meal) good?

B: No, it \_\_\_\_\_ (not/be). I \_\_\_\_\_ (not/like) the vegetables.

4 The man in the shop \_\_\_\_\_ (say) something to the woman, but she \_\_\_\_\_ (not/hear) him.

5 I \_\_\_\_\_ (ring) the doorbell and a woman \_\_\_\_\_ (open) the door.

6 I \_\_\_\_\_ (write) a letter to a friend, and then I \_\_\_\_\_ (post) it.

7 A: \_\_\_\_\_ (you/understand) the film?

B: No. I \_\_\_\_\_ (try) to understand it, but the actors \_\_\_\_\_ (speak) very quickly.

8 He \_\_\_\_\_ (not/go) to school last Tuesday. He \_\_\_\_\_ (be) ill.

9 A: \_\_\_\_\_ (you/buy) some clothes at the market?

B: Yes, I \_\_\_\_\_ (buy) a pair of trousers and a shirt.

- 10 A: \_\_\_\_\_ (you/enjoy) the festival?  
B: Yes. It \_\_\_\_\_ (not/rain) and the music \_\_\_\_\_ (be) very good.

**B Make sentences using the correct form of the Past Simple.**

- 0 (When / you / leave / the party?)

When did you leave the party?

- 1 (When / you / finish / your exams?)

- 2 (I / wait / for an hour, but he / not / phone.)

- 3 (you / watch / the news on TV last night?)

- 4 (Mark / stop / smoking last month, and he / start / playing tennis again last week.)

- 5 (He / ask / me a question, but I / not / know / the answer.)

- 6 (I / live / there for a few years, but I / not / like / the place.)

- 7 (She / come / to my house yesterday, but she / not / stay.)

- 8 (What / you / say? / I / not / hear / you.)

- 9 (What / you / do / yesterday? / you / go / to school?)

**C It's the beginning of a new term at college. Two students, Nick and Eric, are talking about the summer holidays. Complete their conversation using the correct Past Simple form of the words in brackets ( ).**

Nick: What <sup>0</sup> did you do (you/do) in the summer?

Eric: I <sup>1</sup> \_\_\_\_\_ (take) a trip around Europe by train.

Nick: <sup>2</sup> \_\_\_\_\_ (it/be) expensive?

Eric: No, I <sup>3</sup> \_\_\_\_\_ (buy) a railcard, and it <sup>4</sup> \_\_\_\_\_ (be) quite cheap.

Nick: <sup>5</sup> \_\_\_\_\_ (you/go) on your own, or with some friends?

Eric: A couple of friends <sup>6</sup> \_\_\_\_\_ (come) with me.

Nick: How many countries <sup>7</sup> \_\_\_\_\_ (you/visit)?

Eric: I <sup>8</sup> \_\_\_\_\_ (go) to six or seven countries. I <sup>9</sup> \_\_\_\_\_ (have) a great time, and I really <sup>10</sup> \_\_\_\_\_ (love) all of them.

Nick: Which one <sup>11</sup> \_\_\_\_\_ (you/like) most?

Eric: Sweden, I think. The countryside <sup>12</sup> \_\_\_\_\_ (be) marvellous, and I <sup>13</sup> \_\_\_\_\_ (take) lots of photographs.

Nick: When <sup>14</sup> \_\_\_\_\_ (you/arrive) back home?

Eric: Last week. I'm still rather tired.



# 5 Past Continuous (I was waiting)

1 We form the Past Continuous in this way:

## POSITIVE

I/he/she/it     **was** } waiting.  
You/we/they     **were** }

## NEGATIVE

I/he/she/it     **was not/wasn't** } waiting.  
You/we/they     **were not/weren't** }

## QUESTIONS

**Was** I/he/she/it } waiting?  
**Were** you/we/they }

(For rules on the spelling of **-ing** forms (e.g. **waiting**), see Table C on page 95.)

2 Look at this example:

A: *What **were** you **doing** at 7 o'clock last night?*

B: *I **was driving** home from work.*



6.30

Driving



7.00



7.15

*I **was living** in Japan in 1991. (I lived there from 1990 to 1993.)*

We use the Past Continuous for an action or situation that was in progress at a particular time in the past (e.g. at 7 p.m., in 1991).

3 Now look at this:



*When I walked into the room, Ann **was writing** postcards and Keith **was reading**.*

We use the Past Simple (**walked**) for a completed action. We use the Past Continuous (**was writing**) for an action in progress in the past.

4 We can use **when** or **while** before the Past Continuous:

*I met her **when/while** we **were working** for the same company. (**when** = during the time)*

We can only use **when** (not **while**) before the Past Simple:

***When** I met her, we **were working** for the same company. (**when** = at the time)*

## Practice

A Complete the sentences by putting the verbs in brackets ( ) into the Past Continuous.

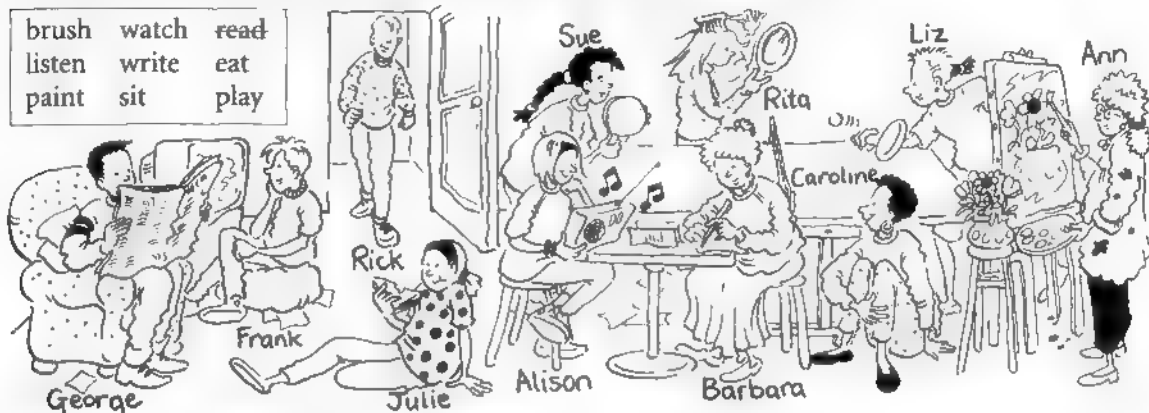
- It **was snowing** (snow) when I left home this morning.
- I tried to explain my problem to her, but she (not/listen).
- He (talk) on the phone when I arrived.
- A lot of people (wait) for the 7.30 bus last night.
- I (live) in London when I met them.
- I nearly had an accident this morning. A car (come) towards me, but I moved quickly out of the way.
- At the end of the first half of the game, they (win).
- It was a sunny afternoon and people (sit) on the grass in the park. Then it suddenly started to rain.
- Which hotel (you/stay) in when you lost your passport?
- Fortunately, I (not/drive) too fast when the child walked into the road in front of me.

10 I looked out of the window, and I saw that it \_\_\_\_\_ (not/rain) any more.

11 What \_\_\_\_\_ (you/do) at 3 o'clock yesterday afternoon?

**B** Describe what the people in the picture were doing when Rick came into the room. Use the correct verb from the box in the Past Continuous.

brush	watch	read
listen	write	eat
paint	sit	play



- |  |                               |
|--|-------------------------------|
| 0 George <u>was reading</u> a newspaper. | 5 Barbara _____ a letter.     |
| 1 Julie _____ a sandwich.                | 6 Rita _____ her hair.        |
| 2 Sue and Liz _____ table tennis.        | 7 Alison _____ to some music. |
| 3 Frank _____ television.                | 8 Ann _____ a picture.        |
| 4 Caroline _____ on the floor.           |                               |

**C** Look at this information about Shirley and Kevin and complete the sentences about them, using the Past Continuous (*I was doing*) or the Past Simple (*I did*).

Shirley		Kevin	
1970-76	lived in New York	1972-80	lived in Washington
1973-76	studied at university	1973-75	did a course in Computing
1976	left university	1975-80	worked as a computer operator
1976-80	worked as a translator	1979	met Shirley
1979	met Kevin	1980-85	ran his own company
1982	married Kevin	1982	married Shirley

- |   |                                     |
|---|-------------------------------------|
| 0 In 1972 Shirley <u>was living</u> in New York.        |                                     |
| 1 In 1974 Kevin _____ in Washington.                    |                                     |
| 2 In 1974 Shirley _____ at university.                  |                                     |
| 3 In 1974 Kevin _____ a course in Computing.            |                                     |
| 4 When Shirley _____ university in 1976,                | Kevin _____ as a computer operator. |
| 5 When Kevin _____ Shirley, she _____ as a translator.  |                                     |
| 6 While Shirley _____ as a translator, she _____ Kevin. |                                     |
| 7 In 1982 Kevin _____ his own company.                  |                                     |
| 8 While he _____ his own company, Kevin _____ Shirley.  |                                     |

## 6

- 3** We use the Present Perfect to talk about something that happened in the past, but we do not say exactly when it happened:  
*I've seen this film before.* (**before** = before now)

I/you/we/they    have've } finished.  
He/she/it        has's    }

I/you/we/they    haven't  
He/she/it        hasn't    } finished.

**Have** I/you/we/they } **finished?**  
**Has** he/she/it }

- We often use the Present Perfect in this way for things that happened in the past, and that have a result now:

*I've seen this film before. I don't want to see it again now.*

She's **left** the company. She doesn't work there now.

- We often use the Present Perfect with **ever** (= at any time) and **never** (= at no time):

*Have you ever met a famous person?*

*He has never worked in a factory.*

**4** We can use the Present Perfect with **for** and **since**, to talk about situations or actions in a period of time from the past until now. We use **for** with a period of time (e.g. **three months**), and **since** with a time (e.g. **Tuesday**):

*We've lived here for six months.*

past 1 2 3 4 5 6 **now**  
for 6 months

*I haven't seen Tom since Tuesday.*

past   Mon.   **Tues.**   Wed.   **now**  
                                  *since Tuesday*

- A



- PAGE 16

**B Complete the sentences using the Present Perfect form of the verbs in brackets ( ).**

0 Don't take my plate away. I haven't finished (not/finish) my meal.

1 A: What's that book about?

B: I don't know. I \_\_\_\_\_ (not/read) it.

2 I \_\_\_\_\_ (lose) my pen. Can I borrow yours, please?

3 My father \_\_\_\_\_ (buy) an expensive, new car.

4 A: I \_\_\_\_\_ (book) a room here for tonight.

B: Yes madam, what's your name, please?

5 I \_\_\_\_\_ (make) some sandwiches. Would you like one?

6 I'm not sure what the problem with the car is.

It \_\_\_\_\_ (not/happen) before.

7 A: \_\_\_\_\_ (you/reply) to that letter from the bank?

B: No I haven't, but I'll do it soon.

**C Write this conversation using the Present Perfect and the words in brackets ( ).**

Rob: (you / ever / want / to work in another country?)

0 Have you ever wanted to work in another country?

Brian: (Yes, in fact I / work / abroad.)

1 \_\_\_\_\_

(I / work / in Ireland and in Brazil.)

2 \_\_\_\_\_

(What about you? / you / ever / have / a job abroad?)

3 \_\_\_\_\_

Rob: (No, I / never / want / to leave my home town.)

4 \_\_\_\_\_

(I / live / here for twenty years, and I / never / think / of working abroad.)

5 \_\_\_\_\_

Brian: (Really? Well, I / apply / for another job abroad.)

6 \_\_\_\_\_

**D Make sentences with the Present Perfect and *for* or *since*.**

0 (I / not / play / tennis / last summer.)

I haven't played tennis since last summer.

1 (I / know / her / more than ten years.)

2 (I / not / eat / anything / lunchtime.)

3 (you / live / in this town / a long time?)

4 (Jill / be / a good friend / we were at school together.)

5 (you / see / Jack / the party last week?)

# 7 Present Perfect with just, already, yet

- 1** We use **just** with the Present Perfect to talk about things that happened a short time before now:

**have + just + PAST PARTICIPLE**

*It has just finished.*

*Could I speak to Jane, please? ~ I'm afraid she has just left.*

(= She left a short time ago.)

*Is that a good book? ~ I don't know. I've just started it.*

(= I started it a short time before now.)

- 2** Look at this example with **already**:

*Do you want something to eat? ~ No thanks, I've already eaten.* (= I ate before now.)

We use **already** with the Present Perfect to emphasize that something happened before now, or before it was expected to happen.

We use **already** like this:

**have + already + PAST PARTICIPLE**

*I've already heard that story.*

Here is another example:

Nicola: *Is Sarah going to phone you later?*

Robert: *No. She's (= She has) already phoned me.*

(= Sarah phoned before Nicola expected her to phone.)

- 3** We use **yet** with a negative verb to say that something has not happened, but we think that it will happen:



*The post hasn't arrived yet.* (= The post has not arrived, but it probably will arrive.)

*I haven't finished this work yet.* (= I haven't finished this work, but I will finish it.)

*They haven't replied to my letter yet.*

We use **yet** in questions to ask whether something, that we expect to happen, has happened:

*Have you paid the bill yet?* (= Perhaps you have not paid the bill, but you are going to pay it soon.)

*Has it stopped raining yet?* (= Perhaps it has not stopped raining, but it will stop raining soon.)

*Have you found a job yet?*

Notice that we usually put **yet** at the end of a negative statement or question:

*They haven't replied to my letter yet.*

*Have you found a job yet?*

## Practice

- A** Complete the dialogues, using **just** and the words in brackets ( ).

Use the Present Perfect.

- 0** A: What's happening in this programme?

B: I don't know. It's just started (It/start).

- 1** A: \_\_\_\_\_ (I/come) back from my holiday.

B: Did you have a good time?

- 2** A: Could I have a copy of *Sports World*, please?

B: Sorry. \_\_\_\_\_ (I/sell) the last copy.

- 3** A: How's Lucy?

B: She's very happy. \_\_\_\_\_ (She/finish) her exams.

- 4** A: \_\_\_\_\_ (I/have) a letter from Mike.

B: Oh yes? What did he say?

- 5** A: Have you heard from Alison and Frank recently?

B: Yes, \_\_\_\_\_ (they/move) to another town.



6 A: Have you still got the same car?

B: No, \_\_\_\_\_ (I/buy) a new one.

7 A: Would you like something to eat?

B: No, thanks. \_\_\_\_\_ (I/have) breakfast.

**B Make sentences using the Present Perfect with *already* or *yet*.**

0 (I / not / read / today's newspaper.) yet

I haven't read today's newspaper yet. \_\_\_\_\_

1 (you / decide / which one to buy?) yet

2 (I / explain / this to you three times.) already

3 (Their baby son / start / talking.) already

4 (you / phone / Jane?) yet

5 (The game / not / finish) yet

6 (I / have / lunch) already

7 (He / spend / all his money) already

**C Complete the conversation using *just*, *already* or *yet* and the words in brackets ( ). Put the verbs into the Present Perfect.**

Julia: Are you having a good time here?

Anna: Yes, I haven't been here long, and <sup>0</sup> I've already visited \_\_\_\_\_ (I / visit) a lot of interesting places.

Julia: <sup>1</sup> \_\_\_\_\_ (you / visit / the Art Gallery /?)

Anna: No, <sup>2</sup> \_\_\_\_\_ (I / not / do / that), but I'm going to do it.

Julia: What about the theatre? <sup>3</sup> \_\_\_\_\_ (you / see / a play /?)

Anna: No, but <sup>4</sup> \_\_\_\_\_ (I / book / a ticket) for one. It's called *The Friends*. I rang the theatre five minutes ago. Would you like to come with me?

Julia: Thanks, but <sup>5</sup> \_\_\_\_\_ (I / see / that play). I saw it last month.

Anna: <sup>6</sup> \_\_\_\_\_ (I / read) in the newspaper that *The Adventurers* are giving a concert next week. Do you think it will be good?

Julia: Yes. <sup>7</sup> \_\_\_\_\_ (they / make) a really good, new record. It came out a couple of days ago.

Anna: Will I be able to get a ticket?

Julia: Yes. <sup>8</sup> \_\_\_\_\_ (they / not / sell / all the tickets). But be quick! They're a very popular group.

## 8 Past Simple (I lived) or Present Perfect (I have lived)

Compare the Past Simple and the Present Perfect:

- |   |  |
|---|--|
| <p><b>1</b> We use the Past Simple to talk about something that happened at a particular time in the past:<br/> <i>I met John at 4 o'clock.</i><br/> <i>When did Jane go to India? ~ In June.</i><br/> <i>Martin bought a new car last week.</i></p>  | <p>We use the Present Perfect to talk about the past, but not about when things happened:<br/> <i>I've met John's girlfriend. She's nice.</i><br/> <i>Have you ever been to India? ~ Yes, I have.</i><br/> <i>I have never bought a new car.</i></p>   |
| <p><b>2</b> We use the Past Simple for situations or actions during a period of time that ENDED in the past:<br/> <i>I worked there for two years. I left last year.</i></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p>past</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;">I worked there for 2 years.</div> </div> <div style="text-align: center;"> <p>now</p> </div> </div> <p><i>We lived in that house for a long time; then we moved to this one.</i><br/> <i>Our company opened two new shops last summer.</i></p> | <p>We use the Present Perfect for situations or actions during a period of time from the past TO NOW:<br/> <i>He has worked here for two years.</i><br/> <i>(He still works here.).</i></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p>past</p> </div> <div style="text-align: center;"> <p>now</p> <div style="border: 1px solid black; padding: 2px; display: inline-block;">He has worked here for 2 years.</div> </div> </div> <p><i>We've lived in this flat since we got married.</i><br/> <i>(We still live in it.)</i><br/> <i>We opened two shops last summer.</i><br/> <i>Since then, we have opened two more.</i><br/> <i>(Since then – since that time)</i></p> |
| <p><b>3</b> Notice how we often move from the Present Perfect to the Past Simple:<br/>         Peter: <i>Have you ever played this game before?</i><br/>         Maria: <i>Yes, I played it once when I was in England.</i><br/>         Peter: <i>Did you win?</i><br/>         Maria: <i>No, I lost.</i></p>  |  |

### Practice

**A** Complete the conversation by choosing the correct form in brackets ( ).

- Sarah: <sup>0</sup> Have you ever been \_\_\_\_\_ (Have you ever been / Did you ever go) to the United States?  
 Jim: Yes, <sup>1</sup> \_\_\_\_\_ (I've been / I went) to California last year.  
 Sarah: <sup>2</sup> \_\_\_\_\_ (Have you liked / Did you like) it?  
 Jim: Yes, <sup>3</sup> \_\_\_\_\_ (I've enjoyed / I enjoyed) the trip a lot.  
 Sarah: What <sup>4</sup> \_\_\_\_\_ (have you done / did you do) there?  
 Jim: <sup>5</sup> \_\_\_\_\_ (I've visited / I visited) Hollywood, Disneyland and San Francisco.  
 \_\_\_\_\_ <sup>6</sup> \_\_\_\_\_ (Have you been / Did you go) to California, Sarah?  
 Sarah: No, but <sup>7</sup> \_\_\_\_\_ (I've booked / I booked) a holiday there.  
 I've got my ticket and I'm going next week!

**B Complete the dialogues using the Present Perfect (*I have seen*) or Past Simple (*I saw*).**

A: I <sup>0</sup> *saw* \_\_\_\_\_ (see) Jack last night.

B: Oh really. I <sup>1</sup> \_\_\_\_\_ (not / see) him for months. How is he?

A: We <sup>2</sup> \_\_\_\_\_ (go) to the theatre last Saturday.

B: <sup>3</sup> \_\_\_\_\_ (you / enjoy) the play?

A: Yes, it <sup>4</sup> \_\_\_\_\_ (be) very good.

A: I <sup>5</sup> \_\_\_\_\_ (never / hear) of this group before. Are they famous in your country?

B: Yes, they are very popular. They <sup>6</sup> \_\_\_\_\_ (be) famous in my country for years.

A: What <sup>7</sup> \_\_\_\_\_ (you / do) last weekend?

B: I <sup>8</sup> \_\_\_\_\_ (stay) at home. I <sup>9</sup> \_\_\_\_\_ (need) a rest.

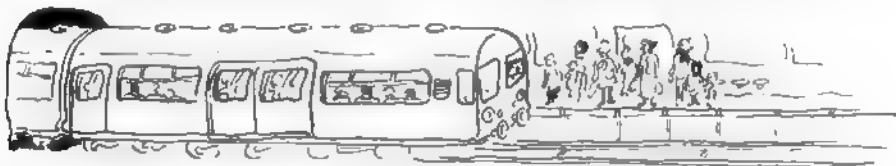
A: <sup>10</sup> \_\_\_\_\_ (you / ever / win) a competition?

B: Yes, I <sup>11</sup> \_\_\_\_\_ (win) a photographic competition in 1992.

A: So, John is your best friend. <sup>12</sup> \_\_\_\_\_ (you / meet) him when you were at university?

B: Yes. We <sup>13</sup> \_\_\_\_\_ (be) friends for more than ten years.

**C Complete this paragraph about the London Underground by putting in the Present Perfect or Past Simple forms of the verbs in brackets ( ).**



**The London Underground**

London <sup>0</sup> *has had* \_\_\_\_\_ (have) an underground train system since the 19th Century. The London Underground <sup>1</sup> \_\_\_\_\_ (start) in 1863, when Victorian engineers and workers <sup>2</sup> \_\_\_\_\_ (build) the Metropolitan railway. This railway line <sup>3</sup> \_\_\_\_\_ (go) from Paddington Station to Farringdon Street Station, and steam engines <sup>4</sup> \_\_\_\_\_ (pull) the coaches. Eight more lines <sup>5</sup> \_\_\_\_\_ (open) since then. The world's first underground electric railway <sup>6</sup> \_\_\_\_\_ (open) in 1890. This line <sup>7</sup> \_\_\_\_\_ (go) from the City of London to Stockwell in South London. The most modern line is the Jubilee line, which <sup>8</sup> \_\_\_\_\_ (open) in 1977. Since the London Underground <sup>9</sup> \_\_\_\_\_ (begin), many other cities, such as New York and Moscow, <sup>10</sup> \_\_\_\_\_ (build) their own systems.

## 9 Present Perfect Continuous (I've been cooking)

- 1 We form the Present Perfect Continuous in this way:

### POSITIVE

I/you/we/they    have/'ve } been cooking.  
He/she/it        has/'s }

### NEGATIVE

I/you/we/they    haven't } been cooking.  
He/she/it        hasn't }

### QUESTIONS

Have I/you/we/they } been cooking?  
Has he/she/it }

(For details about -ing forms see Table C, on page 95.)

- 2 We use the Present Perfect Continuous for an action or situation that began in the past and continues until now:

*You're late! I've been waiting for you.*

We often use **for** and **since** with the Present Perfect Continuous. We use **for** with a period of time, and **since** with a point in time:

*I've been waiting for you for two hours.*

*I've been waiting for you since 6 o'clock.*

- 3 Here are some more examples:



*Julia has been talking on the phone for an hour.* (= She started talking on the phone an hour ago and she is still talking.)

*You've been sitting there since 1 o'clock.*  
(= You started sitting there at one o'clock and you are still sitting there.)

- 4 We use the Present Perfect Continuous for actions that are done many times in a period of time from the past until now:

*She's been having driving lessons for a couple of months.* (= She started a couple of months ago; she is still having lessons.)  
*I've been playing tennis since I was a small child.*

- 5 We can use **How long** with the Present Perfect Continuous:

*How long have you been living here?*

## Practice

- A Write a sentence for each of the following situations, using the Present Perfect Continuous and **for** or **since**.

- 0 She started her course a month ago and she is still doing it.

*She has been doing her course for a month.*

- 0 I started reading this novel last weekend and I'm still reading it.

*I have been reading this novel since last weekend.*

- 1 It started raining at 3 o'clock and it is still raining.

- 2 He started playing chess when he was 10 and he still plays it.

- 3 I started work at 8 o'clock and I'm still working.

- 4 Helen started looking for another job two months ago and she's still looking.

- 5 We arrived here two hours ago and we're still waiting.

**B Put *for* or *since* into the gaps.**

- 0 I've been working in this office since last summer.  
1 Have you been doing this course \_\_\_\_\_ a long time?  
2 I've been driving this car \_\_\_\_\_ more than ten years.  
3 She has been planning the party \_\_\_\_\_ the beginning of the month.  
4 George has been telling the same stories \_\_\_\_\_ several years.  
5 We've been waiting for a reply \_\_\_\_\_ we wrote to them last week.  
6 What have you been doing \_\_\_\_\_ the last time that I saw you?  
7 You've been writing that letter \_\_\_\_\_ more than two hours.  
8 He's been feeling ill \_\_\_\_\_ a few days.

**C Complete these dialogues by putting the verbs in brackets ( ) into the Present Perfect Continuous.**

A: When did you arrive in London?

B: Two weeks ago.

A: Where <sup>0</sup> have you been staying \_\_\_\_\_ (you/stay)?

B: I <sup>1</sup> \_\_\_\_\_ (stay) with some friends in their flat.  
But I am going to move to my own flat next week.

A: Hallo. What are you doing here?

B: I'm waiting to see the manager. I <sup>2</sup> \_\_\_\_\_  
(wait) for half an hour.

A: She's very busy. She <sup>3</sup> \_\_\_\_\_ (talk) on the  
phone to someone all afternoon.

A: I didn't know that you could play the piano.

B: Oh yes, I <sup>4</sup> \_\_\_\_\_ (have) piano lessons for a year.

A: How long <sup>5</sup> \_\_\_\_\_ (you/look) for a job?

B: I started looking immediately after I lost my old job. I  
<sup>6</sup> \_\_\_\_\_ (apply) for jobs for about six months.

**D Choose the best verb from the box to complete each sentence. Use the Present Perfect Continuous form of the verb.**

rain	save	study	read
make	<del>learn</del>	watch	play

- 0 She has been learning \_\_\_\_\_ Spanish for six months.  
1 It \_\_\_\_\_ for hours; the roads are very wet.  
2 We \_\_\_\_\_ this game for hours. Let's stop!  
3 Wendy \_\_\_\_\_ French at school for three years.  
4 I \_\_\_\_\_ this book for months, but I haven't finished it yet.  
5 We \_\_\_\_\_ this programme for hours.  
6 The people next door \_\_\_\_\_ a lot of noise all day.  
7 I \_\_\_\_\_ my money for a holiday.





**B** Henry invited some friends to his flat for a meal. Look at the things that he did and didn't do, before his guests arrived. Complete the phrases, using the Past Perfect.

- 0 He bought the food.
- 1 He cleaned the flat.
- 2 He didn't buy anything to drink.
- 3 He had a shower.
- 4 He changed his clothes.
- 5 He started preparing the meal.
- 6 He didn't finish preparing the meal.

By the time his guests arrived:

0 he had bought the food.

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6 \_\_\_\_\_



**C** Complete the sentences so that they mean the same as the pairs of sentences above them. Use the Past Perfect and the Past Simple.

0 We finished our meal. Then we went for a walk.

When we had finished our meal, we went for a walk.

1 I did the course. Then I was able to speak the language well.

When I \_\_\_\_\_

2 He did all his work. Then he went home.

When \_\_\_\_\_

3 Everyone left. Then I went to bed.

When \_\_\_\_\_

4 She had a glass of water. Then she felt better.

When \_\_\_\_\_

5 He did the washing-up. Then he listened to some music.

When \_\_\_\_\_

6 Steve saved enough money. Then he bought a new motorbike.

When \_\_\_\_\_

7 I discussed the problem with a friend. Then I felt happier.

I felt happier when \_\_\_\_\_

8 She finished speaking. Then I gave my opinion.

I \_\_\_\_\_ when she \_\_\_\_\_

9 The guests left. Then we tidied the house.

We \_\_\_\_\_ when \_\_\_\_\_

# 11 Will or be going to

Compare will and be going to:

- |  |  |
|--|--|
| <p><b>1</b> We use <b>will</b> with an infinitive (do, go, be, arrive etc.):</p> <p style="text-align: center;">INFINITIVE</p> <p><i>John <b>will</b> arrive tomorrow.</i></p> <p>I/you/he (etc.) <b>will</b>/’ll go.</p> <p>I/you/he (etc.) <b>will not</b>/won’t go.</p> <p><b>Will</b> I/you/he (etc.) go?</p>  | <p>We use <b>be going to</b> with <b>to + infinitive to do, to be, to rain</b> etc.):</p> <p style="text-align: center;">to + INFINITIVE</p> <p><i>It’s <b>going to</b> rain soon.</i></p> <p><i>My friends <b>are going to</b> come tonight</i></p> <p><i>It <b>isn’t going to</b> rain today</i></p> <p><i>What <b>are you going to</b> do on Sunday?</i></p>  |
| <p><b>2</b> We use <b>will</b> for actions that we decide to do <b>NOW</b>, at the moment of speaking:</p> <div style="display: flex; align-items: center; justify-content: center;"> <div style="text-align: center;"> <p>past</p> <p><i>I like this coat. I think I’ll buy it.</i></p> <p>A: What would you like to eat?</p> <p>B: I’ll have a pizza, please.</p> </div> <div style="text-align: center;"> <p>now</p> <p>speaking</p> <p>decision</p> </div> </div> <p>We can use <b>will</b> for offers and promises:</p> <p><i>I’ll carry your case for you. (offer)</i></p> <p><i>I won’t forget your birthday again. (promise)</i></p> | <p>We use <b>be going to</b> for actions that we have decided to do <b>BEFORE</b> we speak:</p> <div style="display: flex; align-items: center; justify-content: center;"> <div style="text-align: center;"> <p>past</p> <p>decision</p> </div> <div style="text-align: center;"> <p>now</p> <p>speaking</p> </div> </div> <p><i>I’m going to clean my room this afternoon. (I decided to clean it this morning.)</i></p> <p>We can ask questions about people’s plans:</p> <p><i>Which train <b>are you going to</b> catch?</i></p> <p>(= Which train have you decided to catch?)</p> |
| <p><b>3</b> We use <b>will</b> to talk about things that we think or believe will happen in the future:</p> <p><i>I’m sure you’ll enjoy the film.</i></p> <p><i>I’m sure it <b>won’t</b> rain tomorrow. It’ll be another beautiful, sunny day.</i></p>   | <p>We use <b>be going to</b> for something that we expect to happen, because the situation now indicates that it is going to happen:</p> <p><i>He’s running towards the goal, and he’s going to score.</i></p>   |

## Practice

- A** Look at the pictures and complete the sentences about what we can see is going to happen. Use **be going to** and the words in the box.

take catch  
eat land  
jump knock



0 He’s going to eat his meal.

1 The plane \_\_\_\_\_

2 She \_\_\_\_\_ a picture.

3 He \_\_\_\_\_ into the water.

4 She \_\_\_\_\_ on the door.

5 He \_\_\_\_\_ the ball.



**B Make sentences with 'I and the words in brackets ( ).**

0 Sit down. (I / make / you a cup of coffee.) I'll make you a cup of coffee.

1 A: It's time for me to go home.

B: (I / give / you a lift.) \_\_\_\_\_

2 (I / phone / you tonight, I promise.) \_\_\_\_\_

3 A: I won't be able to buy the tickets for the concert today.

B: Don't worry. (I / buy / the tickets for both of us, and I / meet / you at the concert hall.) \_\_\_\_\_

4 A: Oh no, it's raining and I must go to the shops.

B: That's okay. (I / lend / you my umbrella.) \_\_\_\_\_

**C Complete these sentences using the correct form of *am/is/are going to* and the words in brackets ( ).**

0 I keep sneezing. I'm going to get \_\_\_\_\_ (get) a bad cold.

1 Some of my friends \_\_\_\_\_ (have) a party next week.  
They've invited lots of people.

2 I \_\_\_\_\_ (play) tennis this afternoon. I've booked a court.

3 We \_\_\_\_\_ (move) to a different area of the town  
because we don't like this area.

4 Anna \_\_\_\_\_ (look) for a different job. She wants  
to do something more interesting.

5 They said on the radio that it \_\_\_\_\_ (rain) this afternoon.

**D Complete the sentences, using the words in brackets and 'I or a form of *be going to*.**

0 A: It's rather hot in here, isn't it?

B: Yes, you're right. I'll open \_\_\_\_\_ (I/open) a window.

1 A: Are you going to watch TV tonight?

B: Yes, \_\_\_\_\_ (I/watch) my favourite programme at 9 o'clock.

2 A: What \_\_\_\_\_ (you/eat) tonight? What food have you bought?

B: I haven't bought any food.

A: Well, why don't you come to my house? \_\_\_\_\_ (I/cook) us  
something nice to eat.

3 A: I'm going into the centre of town tomorrow. \_\_\_\_\_ (I/buy)  
some new clothes.

B: Oh, what \_\_\_\_\_ (you/get)?

A: \_\_\_\_\_ (I/look) for a T-shirt and some jeans.

B: I'd like to go into the centre too. \_\_\_\_\_ (I/come) with you.

4 A: \_\_\_\_\_ (I/leave) work late tomorrow. There is a meeting at 6 p.m.

B: Oh, I didn't know that. Well, \_\_\_\_\_ (I/see) you after the meeting.

5 \_\_\_\_\_ (I/phone) Tom at 6 o'clock. I promised to phone him  
this evening.

6 A: Are you going to have a holiday in the summer?

B: Yes, \_\_\_\_\_ (I/travel) around Europe with a friend.

## 12 Present Continuous for the future (I'm leaving tomorrow)

- 1 We can use the Present Continuous (see unit 2) to talk about the future:

A: *Where are you going next week?*

B: *We're flying to Switzerland. We're staying in the Alps for a week.*

- 2 We use the Present Continuous to talk about future arrangements. Arrangements are plans of action that we have agreed with other people:

*I'm meeting some friends at a disco tonight.*

(= I have talked to my friends, and we have agreed a time and place to meet.)

*Mary is starting a course on Monday.*

(= She has registered at a school for a particular course.)

*He's getting a new car on Monday.*

(= He has chosen the car and has arranged to buy it.)

*I'm not doing anything this weekend.*

(= I have no particular plans; I haven't arranged to do anything.)

- 3 When we talk about future plans, we can often use either the Present Continuous or **be going to**, but compare:

### PRESENT CONTINUOUS:

*We're moving to a new flat in two weeks.*  
(= We have found the flat, signed the contract, and agreed a date to move.)

### be going to:

*We're going to move to a new flat soon.*  
(= We intend to move but we don't know when; we have not found a flat.)

We use the Present Continuous for a definite arrangement. We use **be going to** for something that we intend to do, but that we may not have arranged. Here is another example:

*I'm meeting Diana at 3 p.m., and I'm going to meet her assistant some time next week.* (= I have arranged to meet Diana, and I intend to meet her assistant.)

## Practice

- A These are the arrangements for a trip that you and a friend are taking next week.

### 4-Day trip to Madrid

Tuesday: flight leaves at 18.00; check in at the *Hotel Princess*

Wednesday: visit the Prado Museum, morning;  
take a guided tour of the Royal Palace, afternoon

Thursday: have a special lunch at the hotel; see an opera at the Opera House, evening

Friday: leave Madrid at 11.00.

Complete these sentences using the Present Continuous form of these verbs:

have ~~go~~ see fly stay leave take visit

- 0 *We're going* \_\_\_\_\_ on a 4-day trip to Madrid next week.  
1 \_\_\_\_\_ to Madrid at 18.00 on Tuesday.  
2 \_\_\_\_\_ in the Hotel Princess.  
3 \_\_\_\_\_ the Prado Museum on Wednesday morning.  
4 \_\_\_\_\_ a guided tour of the Royal Palace on Wednesday afternoon.  
5 \_\_\_\_\_ a special lunch at the hotel on Thursday.  
6 \_\_\_\_\_ an opera at the Opera House on Thursday evening.  
7 \_\_\_\_\_ Madrid at 11.00 on Friday.



**B** Look at this page from Laura's diary for next week and complete the sentences about her plans, using the Present Continuous.

Monday:	work until 6 o'clock; go to the library after work.
Tuesday:	play tennis with Ian, 5 o'clock.
Wednesday:	go to the doctor's, 2.30
Thursday:	have a typing lesson, 10.30-12.30
Friday:	meet Jackie outside cinema, 8.30. Film starts at 9.
Saturday:	Nick & Lucy come here for dinner
Sunday:	

- 0 *She's working* \_\_\_\_\_ until 6 on Monday.
- 1 \_\_\_\_\_ to the library after work on Monday.
- 2 \_\_\_\_\_ tennis with Ian at 5 on Tuesday.
- 3 \_\_\_\_\_ to the doctor's at 2.30 on Wednesday.
- 4 \_\_\_\_\_ a typing lesson from 10.30 to 12.30 on Thursday.
- 5 \_\_\_\_\_ Jackie outside the cinema at 8.30 on Friday.
- 6 \_\_\_\_\_ a film at 9 on Friday.
- 7 Nick and Lucy \_\_\_\_\_ to her house for dinner on Saturday.
- 8 \_\_\_\_\_ anything on Sunday.

**C** Look at George's timetable for tomorrow and complete the conversation that follows it, using the Present Continuous and the words in brackets ( ).

<b>9 o'clock:</b>	catch the train
<b>10 o'clock:</b>	meet Judy in the main square
<b>11 o'clock:</b>	meet Harry and Fred for coffee
<b>12 o'clock:</b>	go to the theatre box office for tickets
<b>1 o'clock:</b>	have lunch with Dave
<b>2-5 o'clock:</b>	help Dave in his bike shop
<b>6 o'clock:</b>	catch the train home

- Tim: What <sup>0</sup> *are you doing* \_\_\_\_\_ (you/do) tomorrow, George?
- George: <sup>1</sup> \_\_\_\_\_ (I/go) into the town centre.
- Tim: What time <sup>2</sup> \_\_\_\_\_ (you/catch) the train?
- George: At 9 o'clock. <sup>3</sup> \_\_\_\_\_ (I/meet) Judy at 10.
- Tim: Where <sup>4</sup> \_\_\_\_\_ (you/meet) her?
- George: In the main square, and then <sup>5</sup> \_\_\_\_\_ (we/meet) Harry and Fred in a café. After that, <sup>6</sup> \_\_\_\_\_ (we/go) to the theatre to buy some tickets, and then <sup>7</sup> \_\_\_\_\_ (I/have) lunch with Dave.
- Tim: What <sup>8</sup> \_\_\_\_\_ (you/do) in the afternoon?
- George: <sup>9</sup> \_\_\_\_\_ (I/help) Dave in his shop.
- Tim: When <sup>10</sup> \_\_\_\_\_ (you/come) home?
- George: <sup>11</sup> \_\_\_\_\_ (I/catch) the train back at 6.

# 13 Conditionals (If I am . . .)

## 1 Look at this:

If + PRESENT SIMPLE + PRESENT SIMPLE

If I eat too much, I feel bad.

(= Every time I eat too much, I feel bad.)

We use this structure (if + Present Simple, + Present Simple) for facts that are generally true:

If I don't get enough sleep, I feel tired.

(= Every time I don't get enough sleep, I feel tired.)

If you want to become a doctor, you have to study hard. (= Anyone who wants to become a doctor has to study hard.)

## 2 We can say the same thing by reversing the two parts of the sentence:

PRESENT SIMPLE + if + PRESENT SIMPLE

I feel bad if I eat too much.

Note that we do not use a comma (,) before if.

## 3 Now look at this:

If + PRESENT SIMPLE + will/won't

If I'm late, she'll be angry.

(= Perhaps I will be late; then she'll be angry.)

We use this structure (if + Present Simple + will/won't) to talk about things that may happen in the future. The verb after if is Present Simple, but we use it for a possible future action or situation; we use will/won't + verb for the result:

future possibility + result

If we don't hurry, we won't finish.

## 4 We can reverse the order:

She'll be angry if I'm late.

We won't finish if we don't hurry.

## 5 We do not use will/won't after if:

Not If I will be late, she'll be angry.

## Practice

### A Put these facts about various types of people into sentences with if + Present Simple, + Present Simple. Make you the subject of both parts of the sentence.

#### 0 Doctors treat people who are ill.

If you're a doctor, you treat people who are ill. \_\_\_\_\_

#### 1 Vegetarians don't eat meat.

If you're a vegetarian, \_\_\_\_\_

#### 2 People who live in a hot country don't like cold weather.

If you live \_\_\_\_\_

#### 3 Teachers have to work very hard.

If you're a teacher, \_\_\_\_\_

#### 4 People who do a lot of exercise stay fit and healthy.

If you \_\_\_\_\_

#### 5 Mechanics understand engines.

If you're a \_\_\_\_\_

#### 6 People who read newspapers know what's happening in the world.

**B** Complete these sentences with **if** + Present Simple, + **will/won't**, using the words in brackets. Sometimes you do not need to change the words in brackets ( ).

- 0 If it rains (it/rain), we won't go (we/not/go) out.
- 1 If \_\_\_\_\_ (the weather/be) nice tomorrow, \_\_\_\_\_ (we/drive) to the coast.
- 2 If \_\_\_\_\_ (she/post) the letter now, \_\_\_\_\_ (they/receive) it tomorrow.
- 3 \_\_\_\_\_ (the boss/be) angry if \_\_\_\_\_ (John/arrive) at work late again.
- 4 \_\_\_\_\_ (I/go) to their party if \_\_\_\_\_ (I/have) enough time.
- 5 If \_\_\_\_\_ (she/not/pass) this exam, \_\_\_\_\_ (she/not/get) the job that she wants.
- 6 \_\_\_\_\_ (you/learn) a lot if \_\_\_\_\_ (you/take) this course.
- 7 If \_\_\_\_\_ (I/get) a ticket, \_\_\_\_\_ (I/go) to the concert.
- 8 \_\_\_\_\_ (I/buy) that camera if \_\_\_\_\_ (it/not/cost) too much.
- 9 If \_\_\_\_\_ (you/run) very fast, \_\_\_\_\_ (you/catch) the bus.
- 10 \_\_\_\_\_ (I/go) to the doctor's if \_\_\_\_\_ (I/not/feel) better tomorrow.
- 11 If \_\_\_\_\_ (they/win) this game, \_\_\_\_\_ (they/be) the champions.

**C** Complete the dialogues with the Present Simple or **will/won't** forms of the words in brackets ( ). Sometimes you do not need to change the words in brackets.

- 0 A: We must be at the airport at 2 o'clock.  
B: Well, if we take \_\_\_\_\_ (we/take) a taxi at 1 o'clock, we won't be \_\_\_\_\_ (we/not/be) late.
- 1 A: I'd like a newspaper.  
B: Well, \_\_\_\_\_ (I/buy) one for you if \_\_\_\_\_ (I/go) to the shop later.
- 2 A: Has John phoned yet?  
B: No, and if \_\_\_\_\_ (he/not/phone) this afternoon, \_\_\_\_\_ (I/phone) him this evening.
- 3 A: Is Fiona there, please?  
B: No, but if \_\_\_\_\_ (you/want) to leave a message, \_\_\_\_\_ (I/give) it to her.
- 4 A: Is Tim going to pass his exam?  
B: Well, \_\_\_\_\_ (he/fail) if \_\_\_\_\_ (he/not/work) harder.
- 5 A: Could I have some information about this year's concerts, please?  
B: Yes, if \_\_\_\_\_ (you/fill in) this form, \_\_\_\_\_ (I/send) it to you in the post.

# 14 Present tense verbs with when, before, after, until etc.

## 1 Look at this sentence:

*When the programme **ends**, I'll do the washing-up.*

To talk about an event in the future, we usually use the Present Simple (e.g. **ends**) after **when**, **before**, **after**, **until** and **as soon as**. We do not use **will**

*I'm going to finish this work **before** I go.*

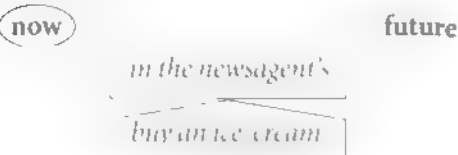
(Not ... *before I will go*.)

*Wait here **until** I get back.*

*I'll phone you **as soon as** I arrive.*

## 2 We can use **when** + Present Simple to refer to a time when something will happen:

*I'll buy an ice-cream **when** I'm in the newsagent's.*



*When you see her, give her my message.*

We use **until** + Present Simple to mean from now to a time in the future:

*We'll sit outside **until** it gets dark. (= We'll sit outside from now to when it gets dark.)*

We use **as soon as** + Present Simple with the meaning 'immediately after':

*They'll start playing **as soon as** it stops raining. (= They will start playing immediately after the rain stops.)*

## 3 We use **when** + Present Perfect (e.g. **I have done**) to talk about an action that must, or will, happen before the next action can happen:

*When I've found a job, I'll look for a place to live. (= First I will find a job; then I will look for a place to live.)*



*When Simon has saved enough money, he'll buy a car. (= First Simon must save the money; then he can buy a car.)*

## 4 With **after** we can use either the Present Simple or the Present Perfect with no difference in meaning:

*After she takes/has taken the course, she'll be a qualified teacher. (= When she has done her course, she'll be a qualified teacher.)*

## Practice

### A Complete the sentences by putting **when**, **before**, **after**, **as soon as** or **until** into the gaps. Sometimes more than one answer is possible.

- 0 I'll stay in this job until I find a better one.
- 1 I'm going to keep working \_\_\_\_\_ I finish this.
- 2 Remember to buy some stamps \_\_\_\_\_ you're in the post office.
- 3 \_\_\_\_\_ I speak to him on the phone tonight, I'll ask him.
- 4 We can go for a meal \_\_\_\_\_ we've seen the film.
- 5 I'll keep looking for it \_\_\_\_\_ I find it.
- 6 I'll wait for them \_\_\_\_\_ it gets dark, and then I'll leave.
- 7 Don't forget to lock the door \_\_\_\_\_ you go out.
- 8 \_\_\_\_\_ I've found the information, I'll phone you.
- 9 We'll wait \_\_\_\_\_ it stops raining, and then we'll go out.
- 10 \_\_\_\_\_ you see John, give him my regards.
- 11 Put in your application \_\_\_\_\_ the closing date arrives.
- 12 You shouldn't wait. You should reply \_\_\_\_\_ you receive the invitation.
- 13 Book a table \_\_\_\_\_ you go to the restaurant. It's often full.

**B Complete the dialogues, using the Present Simple or *will* forms of the verbs in brackets ( ). Sometimes you do not need to change the word in brackets.**

0 A: Could you post this letter for me today, please?

B: Yes, I will do (do) it when I go (go) to the shops.

1 A: I might be late tonight.

B: OK. I \_\_\_\_\_ (wait) until you \_\_\_\_\_ (arrive).

2 A: I'm leaving next week.

B: I \_\_\_\_\_ (see) you before you \_\_\_\_\_ (go), won't I?

3 A: Have you decided what you're going to do at the weekend yet?

✓ B: No, but I \_\_\_\_\_ (phone) you as soon as I \_\_\_\_\_ (know) what I'm going to do.

4 A: Have you done that homework yet?

B: No, not yet. I \_\_\_\_\_ (do) it when I \_\_\_\_\_ (have) enough time.

5 A: I don't want to go to that party tonight.

B: Well, I'm sure you \_\_\_\_\_ (enjoy) it when you \_\_\_\_\_ (get) there.

6 A: Could you tell Tom to ring me, please?

B: Yes, I \_\_\_\_\_ (tell) him when I \_\_\_\_\_ (see) him tomorrow.

7 A: Mr Jackson isn't in at the moment.

B: I see. Well, I \_\_\_\_\_ (wait) until he \_\_\_\_\_ (come) back.

8 A: Have you booked a hotel in London yet?

B: No, but we \_\_\_\_\_ (book) one before we \_\_\_\_\_ (go) there.

9 A: Don't forget to write to Peter.

B: OK. I \_\_\_\_\_ (do) it as soon as I \_\_\_\_\_ (get) home.

10 A: \_\_\_\_\_ (you/see) Jack when you \_\_\_\_\_ (be) in Madrid?

B: Yes, I hope I will. I \_\_\_\_\_ (phone) him when I \_\_\_\_\_ (arrive) in Madrid.

**C Complete the sentences using the Present Perfect or *will* forms of the verbs in brackets.**

0 When you have written (write) that letter, I'll post (post) it for you.

1 I \_\_\_\_\_ (pay) the bill when I have borrowed some money from somebody.

2 When I've found a car that I want to buy, I \_\_\_\_\_ (ask) my bank to lend me the money to buy it.

3 After the plane \_\_\_\_\_ (land), you may unfasten your safety belts.

4 When you \_\_\_\_\_ (check) all your answers, hand in your question paper.

5 I \_\_\_\_\_ (read) this book when I'm on holiday.

6 When I \_\_\_\_\_ (read) this magazine, I'll start work.

7 You \_\_\_\_\_ (feel) better when you have had something to eat.

8 When you \_\_\_\_\_ (finish) your work, you can go home.

9 She \_\_\_\_\_ (be) pleased when she hears the news.

10 Let's go for a walk after we \_\_\_\_\_ (have) dinner.

# 15 So am I. I am too. Neither am I. I'm not either.

## 1 Look at this:



She is saying that she is also tired.

## 2 Here are some more examples:

He **was** very angry. ~ So **was** I.

My flat's quite small. ~ So **is** mine.

They **were** waiting. ~ So **was** she.

I'm going to have tea. ~ So **am** I.

Ann **has** finished her work and so **has** Mary.

They've been waiting ~ So **has** she.

I **work** in an office ~ So **do** I.

I **enjoyed** the film. ~ So **did** I.

Philip **will** pass the exam and so **will** you.

He **can** drive. ~ So **can** she.

Note:

- ▶ we use **so** after a positive statement;
- ▶ the verb we use after **so** depends on the verb used in the positive statement.

## 3 Instead of **so am I**, we can say **I am too**, with the same meaning. Here are some examples:

I'm tired. ~ I **am** too.

We've got a small flat. ~ We **have** too.

I work in an office. ~ I **do** too.

Bill enjoyed the film and I **did** too.

He can drive. ~ She **can** too.

## 4 We can use expressions like **neither am I** to reply to a negative statement:

I'm not tired. ~ **Neither am I.**  
(= And I'm not tired.)

I haven't seen that film ~ **Neither have I.**

I don't like this place. ~ **Neither do I.**

I didn't see that play. ~ **Neither did I.**

His sister can't drive and **neither can he.**

## 5 We can say **I'm not either** to mean the same as **neither am I**:

I'm not tired. ~ **I'm not either.**  
(= And I'm not tired.)

I haven't seen that film. ~ **I haven't either.**

I don't like this place. ~ **I don't either.**

I didn't see that play. ~ **I didn't either.**

His sister can't drive and **he can't either.**

## Practice

### A Complete the sentences with **so**, **too**, **either** or **neither**.

0 I really enjoyed that meal. ~ So did I.

0 I haven't done the homework. ~ I haven't either.

0 We live in the centre of town. ~ We do too.

1 I don't like football. ~ \_\_\_\_\_ do I.

2 I haven't been to America. ~ \_\_\_\_\_ have I.

3 My father works in an office. ~ \_\_\_\_\_ does mine.

4 I haven't read a newspaper today. ~ \_\_\_\_\_ have I.

5 I play a lot of different sports. ~ I do \_\_\_\_\_.

6 I've been working very hard lately. ~ \_\_\_\_\_ have I.

7 Ann will be at the party and \_\_\_\_\_ will Jane.

8 My brother can't speak any foreign languages and \_\_\_\_\_ can my sister.

9 Helen sent me a birthday card and Robin did \_\_\_\_\_.

10 George isn't going to the meeting and I'm not \_\_\_\_\_.

11 Tony arrived late and \_\_\_\_\_ did I.

12 Kathy didn't go to the concert and \_\_\_\_\_ did I.

**B** Put in the replies, using *so* or *neither* and the words in brackets, as in the examples.

QUESTIONS		ANSWERS	
0	I've got a cold.	(I)	~ So have I.
0	I haven't got much money.	(I)	~ Neither have I.
1	We're going to the concert.	(we)	~
2	My pen doesn't work.	(mine)	~
3	I haven't read today's paper.	(I)	~
4	My meal was excellent.	(mine)	~
5	I've been ill.	(Frank)	~
6	Ron didn't go to the party.	(George)	~
7	I can't understand this game.	(I)	~
8	I'm not working tomorrow.	(I)	~
9	Ruth passed the exam.	(John)	~
10	I've eaten enough.	(I)	~
11	I'm going to see that film.	(we)	~
12	My car is very old.	(mine)	~

**C** Look at the information in the table about four people and complete the sentences using *so*, *too*, *either* or *neither*.

	JULIA	ROBERT	SANDRA	PAUL
Lives in:	New York	Chicago	New York	Los Angeles
Speaks:	Spanish	French	Spanish	French
Drives?	Yes	No	No	Yes
Likes:	reading	travelling	travelling	reading
Plays:	basketball	basketball	tennis	tennis

- 0 Julia lives in New York and Sandra does too.
- 0 Julia lives in New York and so does Sandra.
- 1 Robert doesn't live in New York and \_\_\_\_\_ Paul.
- 2 Robert doesn't live in New York and Paul \_\_\_\_\_.
- 3 Julia speaks Spanish and \_\_\_\_\_ Sandra.
- 4 Julia speaks Spanish and Sandra \_\_\_\_\_.
- 5 Robert can't speak Spanish and \_\_\_\_\_ Paul.
- 6 Robert can't speak Spanish and Paul \_\_\_\_\_.
- 7 Julia can drive and Paul \_\_\_\_\_.
- 8 Robert can't drive and \_\_\_\_\_ Sandra.
- 9 Julia has passed her driving test and \_\_\_\_\_ Paul.
- 10 Robert likes travelling and \_\_\_\_\_ Sandra.
- 11 Julia likes reading and Paul \_\_\_\_\_.
- 12 Julia plays basketball and \_\_\_\_\_ Robert.
- 13 Sandra doesn't play basketball and \_\_\_\_\_ Paul.

# 16 Verb + preposition (wait for, listen to)

- 1 After some verbs we use a particular preposition (e.g. **for**, **to**, **on**):

## VERB + PREPOSITION

**wait for:** *I was waiting for a bus.*

**listen to:** *She listens to the radio a lot.*

**belong to:** *Does that book belong to you?*

**ask for:** *Have you asked for the bill?*

**apply for:** *He has applied for another job.*

**depend on:** *The salary depends on your age.*

**agree with:** *I don't agree with you.*

- 2 Now look at these examples:

### ► arrive at / in:

*We arrived at the airport.* (You arrive at a place, for example a building.)

*We arrived in Portugal.* (You arrive in a town or country.)

### ► look at / for:

*Look at that strange man over there!* (You look at something you can see.)

*I'm looking for my diary.* (You look for something that you are trying to find.)

### ► talk to / about:

*She was talking to some friends.* (You talk to somebody.)

*They were talking about politics.* (You talk about something.)

- 3 In questions that begin with a question word like **What**, **Who** or **How many**, we usually put the preposition at the end:

*Who are you waiting for?*

*Who does this jacket belong to?*

- 4 We do not usually use a preposition after these verbs:

**phone/ring:** *He phoned/rang me last night.*  
(Not ~~He phoned/rang to me ...~~)

**discuss:** *We often discuss sport.*  
(Not ~~... discuss about sport ...~~)

**answer:** *She didn't answer me.*  
(Not ~~... answer to me ...~~)

**reach (= arrive):** *I reached the office at 9 o'clock.* (Not ~~... reached to the office ...~~)

- 5 Note that we **pay someone**, but we **pay for something**:

*She paid him yesterday.* (You pay a person.)

*I paid for the books.* (You pay for something that you receive.)

But note that we **pay a bill**:

*I'll pay the bill.*

## Practice

- A Complete these sentences with the correct prepositions (**to**, **for**, etc.).  
In some sentences no preposition is required.

- I'm waiting for a telephone call.
- We reached the airport after 11 o'clock.
- I'll ask for some information.
- Let's listen to some music.
- Where do I pay for this shirt?
- Let's discuss the arrangements for tomorrow.
- Who's going to pay the taxi driver?
- We paid the bill and left the restaurant.
- I'll phone the theatre and book two tickets.
- The price of the holiday depends on when you want to travel.
- He walked out of the room without answering me.
- A lot of people don't agree with you.
- I've applied for a visa.
- Who does this pen belong to?



- B Complete the story by putting a preposition into the gaps if one is necessary. For some gaps no preposition is required.

When Jack arrived <sup>0</sup> at the theatre, Alice was waiting <sup>1</sup> him. 'Where have you been?' she asked <sup>2</sup> \_\_\_\_\_ him. 'We can talk <sup>3</sup> \_\_\_\_\_ that later,' said Jack. 'I tried to phone <sup>4</sup> \_\_\_\_\_ you to say that I was going to be late, but you were out. Let's go into the concert.' 'OK,' said Alice, 'but you have to pay <sup>5</sup> \_\_\_\_\_ the tickets! The man should always pay.' 'I don't agree <sup>6</sup> \_\_\_\_\_ you,' said Jack, 'but I will pay if I can. It just depends <sup>7</sup> \_\_\_\_\_ how much they cost. I haven't brought much money with me.'

- C Complete the questions. The replies will help you. Be careful to put the verbs in the correct tense.

- 0 A: Who does this car belong to ?  
B: It belongs to the man who lives next door.
- 1 A: What kind of music do you listen \_\_\_\_\_ ?  
B: I listen to classical music and I also listen to some rock.
- 2 A: What was he \_\_\_\_\_ ?  
B: He was talking about his trip to China.
- 3 A: How many jobs have you \_\_\_\_\_ ?  
B: I've applied for five jobs.
- 4 A: Who \_\_\_\_\_ ?  
B: I'm waiting for Mary. We agreed to meet here at 4 o'clock.
- 5 A: What \_\_\_\_\_ ?  
B: I'm looking for my glasses.
- 6 A: What \_\_\_\_\_ ?  
B: She asked for some money.

- D Complete the postcard by putting in the prepositions that are necessary. Sometimes, no preposition is required.

Dear Sam,  
We arrived <sup>0</sup> in Greece at about 11 o'clock. We got a taxi from the airport to the port, and then we took a lovely, little boat to the island. I enjoyed looking <sup>1</sup> \_\_\_\_\_ the scenery on the way. When we reached <sup>2</sup> \_\_\_\_\_ the island, we looked <sup>3</sup> \_\_\_\_\_ our villa but we couldn't find it. I talked <sup>4</sup> \_\_\_\_\_ a local man, and I asked <sup>5</sup> \_\_\_\_\_ directions. He offered to take me there. When we arrived <sup>6</sup> \_\_\_\_\_ the villa, I offered to pay <sup>7</sup> \_\_\_\_\_ him, but he didn't want any money. The weather's lovely. I'll ring <sup>8</sup> \_\_\_\_\_ you when we get back from our holiday.  
Love,  
Tina

# 17 Make, do, have, get

- 1 There are many phrases in which a particular verb is used together with a particular noun, for example:  
*make a cup of coffee*  
*do some work*  
*have breakfast*
- 2 We often use **make** in sentences about producing or creating something:  
*They made a fire in the woods.*  
*Shall I make some coffee?*  
*He made some sandwiches for lunch.*
- 3 We also use **make** in these phrases:  
*Excuse me. I have to make a phone call.*  
*He makes a lot of mistakes in his work.*  
*I couldn't sleep because the neighbours were making a lot of noise.*
- 4 We often use **do** in sentences about working, or about doing particular jobs:  
*Have you done your homework?*  
*He offered to do the washing-up.*  
*We're going to do some shopping.*  
*I haven't done much work today.*
- 5 We use **have** + noun to describe activities:  
*I'm going to have a shower in the morning.*  
*We usually have lunch at about 1 o'clock.*  
*I'm having fish for dinner tonight.*  
*I had a swim in the sea this morning.*
- 6 We use **get** with adjectives that describe feelings, to say that we begin to have the feeling:  
*I'm getting tired now. I need a rest.*  
*They're late and I'm getting worried.*  
*I got angry and shouted at them.*
- 7 We use **get** in some phrases that describe a change of situation:  
*We got lost in Paris. (= We became lost ...)*  
*It's getting cold. (= It's becoming cold.)*  
*Jane was very ill, but she's getting better.*  
*They got married three years ago.*  
*It rained heavily and I got very wet.*
- 8 We use **make** + someone + adjective to talk about the cause of a feeling:  
*He made us very angry.*  
*The news made him happy.*

## Practice

A Complete the sentences, using the correct forms of **make**, **do**, **have** or **get**.

Be careful that you use the correct tense.

- 0 He was making a cup of coffee in the kitchen.
- 0 We had lunch in a very pleasant little restaurant yesterday.
- 1 She always \_\_\_\_\_ excited before her birthday.
- 2 A: Helen's ill.  
 B: Oh dear. I hope she will \_\_\_\_\_ better soon.
- 3 We have to \_\_\_\_\_ some homework every evening.
- 4 I think I've \_\_\_\_\_ a terrible mistake.
- 5 They \_\_\_\_\_ the shopping and then they went home.
- 6 I was late because I \_\_\_\_\_ lost on my way there.
- 7 It always \_\_\_\_\_ very hot here during the summer.
- 8 Could I \_\_\_\_\_ a quick phone call, please?
- 9 Please don't \_\_\_\_\_ so much noise.
- 10 It was a lovely surprise and it \_\_\_\_\_ me very happy.
- 11 Her parents are \_\_\_\_\_ old. They are sixty or seventy.
- 12 How old were you when you \_\_\_\_\_ married?

- B** Look at the notes in the box about what Laura did yesterday. Complete the sentences, using the correct forms of *make*, *do*, *have* or *get*. Sometimes more than one answer is possible.

7.30	Got up. Shower.
8.00	Breakfast. (fruit juice and toast)
8.30 – 9.00	Walk to work. Rain.
9.00 – 1.00	Work. Very busy.
1.00 – 2.00	Lunch in office. Sandwiches.
2.00 – 5.00	Work. Finished everything.
5.30	Shopping. Home.
7.00	Pizza for dinner. Washed up.
8.00 – 11.00	TV. Tired. Bed.

It was a normal day for Laura yesterday. She got up at 7.30 and she <sup>0</sup> had a shower. Then she <sup>1</sup> \_\_\_\_\_ breakfast. For breakfast she <sup>2</sup> \_\_\_\_\_ cornflakes and toast. While she was walking to work, it rained and she <sup>3</sup> \_\_\_\_\_ wet. She <sup>4</sup> \_\_\_\_\_ angry about this. In the morning she <sup>5</sup> \_\_\_\_\_ a lot of work. She <sup>6</sup> \_\_\_\_\_ lunch at about 1 o'clock. She <sup>7</sup> \_\_\_\_\_ sandwiches for lunch. When she had <sup>8</sup> \_\_\_\_\_ all her work in the afternoon, she went home. On the way home she <sup>9</sup> \_\_\_\_\_ some shopping.

She <sup>10</sup> \_\_\_\_\_ a pizza for dinner. She <sup>11</sup> \_\_\_\_\_ the washing-up and then she watched TV for three hours. By eleven o'clock she felt quite tired, and so she went to bed.



- C** Complete the dialogues, using the correct form of *make*, *do*, *have* or *get*.

0 A: Was the film good?

B: No, I got \_\_\_\_\_ bored in the middle of it.

1 A: Could you \_\_\_\_\_ some shopping for me?

B: Yes, what do you want me to buy?

2 A: Were you pleased by the news?

B: No, it \_\_\_\_\_ me very unhappy.

3 A: Was it a warm day?

B: Yes, but it \_\_\_\_\_ rather cold in the evening.

4 A: Are you hungry at the moment?

B: No, I \_\_\_\_\_ a big meal a couple of hours ago.

5 A: Did he pass the test?

B: No, he \_\_\_\_\_ a lot of mistakes.

6 A: Are you ready to go out?

B: No, I'm not. I want to \_\_\_\_\_ a wash first.

7 A: Could you repair this for me?

B: Yes, but I can't \_\_\_\_\_ the job until tomorrow.

# 18 Word order: subject, verb, object etc.

## 1 Look at this table:

SUBJECT	+ VERB	+ OBJECT
Our firm	makes	computers.
I	posted	the letter.
She	caught	the train
The phone	doesn't work.	
He	was eating	a sandwich.

Sentences must have a subject and a verb.  
If there is an object, it usually goes after the verb. Any other information, such as a time, a place etc, usually follows the object:

SUBJECT	+ VERB	+ OBJECT	+ PLACE
She	met	Tom	in Rome.

(Not ~~She met in Rome Tom.~~ )

## 2 We put an adjective before a noun:

ARTICLE	+ ADJECTIVE	+ NOUN
She has	a	blue dress.

We put an adjective after **be**, **get**, and **seem**:

VERB	+ ADJECTIVE
She	is clever.
He	seems nice.

## 3 We usually put a place before a time:

	+ PLACE	+ TIME
He worked	in a factory	for a year.
They've been	here	since 2.
We met	in France	last June.
I walked	around the town	yesterday.

## 4 We usually put a direction before a time:

	+ DIRECTION	+ TIME
The bus arrived	from Liverpool	at 10.30
He came	to this country	in 1985.
They moved	into the flat	yesterday.

## 5 Look at the word order in these questions:

VERB	+ SUBJECT	+ VERB	+ OBJECT
When did	you	join	the club?
Can	you	come	here?
When are	you	going	to the USA?
What are	you	doing	tonight?

## Practice

### A Put the words in brackets ( ) into the correct order to make a sentence.

0 (me - she - at half past 4 - phoned)

She phoned me at half past 4.

1 (my coat - where - you - put - did - ?)

2 (from the airport - took - we - a taxi)

3 (three weeks ago - the job - started - she)

4 (around Europe - last summer - travelled - two friends and I)

5 (tomorrow - you - to Italy - going - are - ?)

6 (Egypt - you - when - did - visit - ?)

**B Write the story by putting the words and phrases into the right order.**

0 (came – at 7.30 this morning – the postman)

The postman came at 7.30 this morning. \_\_\_\_\_

1 (he – a letter – brought)

2 (It – a letter from Maria and her son Matthew – was)

3 I – before I went to work – read – it)

4 (they – here – next week – are coming)

5 (at the airport – them – on Tuesday – I – am going to meet)

6 (at my house – are going to stay – they)

7 (takes – abroad – her son – every year – she)

8 (him – last year – took – she – to France)

9 (next year – her – am going to visit – I)

**C Complete this job interview by putting in Mr Jones' questions.**

Mr Jones:    <sup>0</sup> Have you done this kind of work \_\_\_\_\_ before?

Miss Smith: No, I haven't done this kind of work.

Mr Jones:    Where <sup>1</sup> \_\_\_\_\_ the advertisement?

Miss Smith: I saw it in the local newspaper.

Mr Jones:    Do <sup>2</sup> \_\_\_\_\_ ?

Miss Smith: No, I don't speak any foreign languages

Mr Jones:    Where <sup>3</sup> \_\_\_\_\_ at the moment?

Miss Smith: I'm working in a travel agent's at the moment.

Mr Jones:    When <sup>4</sup> \_\_\_\_\_ ?

Miss Smith: I started there two years ago.

Mr Jones:    Can <sup>5</sup> \_\_\_\_\_ ?

Miss Smith: Yes, I can use a computer.

Mr Jones:    <sup>6</sup> \_\_\_\_\_ ?

Miss Smith: Yes, I like the job.

Mr Jones:    Why <sup>7</sup> \_\_\_\_\_ ?



Miss Smith: I'm leaving because I want to earn more money.

Mr Jones:    <sup>8</sup> \_\_\_\_\_ ?

Miss Smith: I can start next month.

# 19 Who? and What?: subject and object questions

## 1 Compare these examples:

 <p style="text-align: center;"><b>SUBJECT</b></p> <p>Ann: <u>Who</u> told you?          Mary: James told me.          This is a subject question.</p>	 <p style="text-align: center;"><b>OBJECT</b></p> <p>Ann: <u>Who</u> did you tell?          Mary: I told Bill.          This is an object question.</p>
---	---

## 2 Compare subject and object questions with Who:

In the sentence **Who** told you?, **Who** is the subject. Here is another example:

**SUBJECT**  
 Ann: Who wrote Hamlet?  
 (= Somebody wrote Hamlet. Who?)  
 Mary: Shakespeare wrote Hamlet.

When **Who** is the subject, the order of the words is the same as in a statement:

**SUBJECT**  
Who is going to come with me?  
Who lives in that old house?  
Who wants some more coffee?

In the sentence **Who** did you tell?, **Who** is the object. Here is another example:

**OBJECT**  
 Ann: Who did you meet last night?  
 (= You met somebody. Who?)  
 Mary: I met a couple of friends.

When **Who** is the object, we use an auxiliary (**be, do, have** etc.) before the subject:

**OBJECT**  
Who are you going to invite?  
Who did Laura ask for help?  
Who have you told about this?

## 3 Compare subject and object questions with What:

**SUBJECT**  
What is in this dish?  
 (= Something is in it. What?)

**OBJECT**  
What did you buy at the shops?  
 (= You bought something. What?)

## Practice

### A Write questions beginning with **Who** or **What** from the sentences in brackets ().

- 0 (Eric met **somebody**.) Who did Eric meet?
- 0 (**Somebody** ate the last piece of cake.) Who ate the last piece of cake?
- 1 (**Somebody** wants some more coffee.) \_\_\_\_\_
- 2 (**Something** happened at the end of the story.) \_\_\_\_\_
- 3 (**Somebody** is going to pay the bill.) \_\_\_\_\_
- 4 (He had **something** for breakfast.) \_\_\_\_\_
- 5 (Their letter said **something**.) \_\_\_\_\_
- 6 (**Somebody** knows the answer to my question.) \_\_\_\_\_
- 7 (They saw **something**.) \_\_\_\_\_
- 8 (She is phoning **somebody**.) \_\_\_\_\_

**B** Use the 'full' answers to write questions using **Who** or **What**. (We usually use the short, **underlined** answers when we reply to a question.)

QUESTIONS	ANSWERS
0 Who were you talking to on the phone ?	~ (I was talking to) <b>Elizabeth</b> (on the phone).
0 What was the result of the game ?	~ (The result of the game was) <b>2-0 to Italy</b> .
1 _____ ?	~ <b>Anita and Frank</b> (went on the trip).
2 _____ ?	~ <b>I'm not sure</b> (what's happening in this film).
3 _____ ?	~ (I'm going to phone) <b>Jane</b> .
4 _____ ?	~ (I watched) <b>that new comedy programme</b> (on TV last night).
5 _____ ?	~ <b>John</b> (sent these flowers).
6 _____ ?	~ (I bought) <b>a book</b> (in that shop).
7 _____ ?	~ <b>Some good news</b> (has made Tom so happy).

**C** Read this story and then complete the questions.

Two days ago Robert took his driving test. He failed it. Afterwards he met his friend Philip. He told Philip that he had failed his test. Then he said, 'Don't tell anyone. It's a secret.' Philip said, 'OK, I won't tell anyone.'

Later that day, Philip met Linda for coffee and he said, 'Robert failed his driving test.' Linda laughed. 'Poor Robert,' she said.



QUESTIONS	ANSWERS
0 (What / Robert / do / two days ago?) <u>What did Robert do two days ago?</u>	~ He took his driving test.
1 (What / happen?)	~ He failed it.
2 (Who / take / his / driving test?)	~ Robert.
3 (What / Robert / fail?)	~ His driving test.
4 (Who / Robert / meet / afterwards?)	~ He met Philip.
5 (What / Robert / say / to Philip?)	~ He said, 'Don't tell anyone.'
6 (What / Philip / say / to Robert?)	~ Philip said, 'OK, I won't tell anyone.'
7 (Who / Philip / meet / for coffee?)	~ He met Linda.
8 (What / Philip / say / to Linda?)	~ He said, 'Robert failed his driving test.'
9 (What / Linda / do?)	~ She laughed.

## 20 How long? How far? How often? How much? etc.

- 1** We use **How long ...?** to ask about a period of time:

*How long have you been waiting? ~ About 20 minutes.*

*How long will the journey take? ~ Three hours.*

We use **from ... to** or **from ... until** to talk about a period of time:

*She was a student from 1985 to 1990.*

*Tomorrow I'm working from 8.30 until 6.*

- 2** We use **How far ...?** to ask about the distance from one place to another. We can use **from** and **to** with the places we are asking about:

*How far is it from Amsterdam to Paris? ~ 475 kilometres.*

*How far are the shops from here? ~ Not far.*

- 3** We use **How often ...?** to ask about the number of times something happens. We can use phrases like **every day**, **once a week** etc. in the answer:

*How often do the buses run? ~ Every hour.*

*How often do you play squash? ~ Twice a week.*

- 4** We can use **How much ...?** to ask about the price of something:

*How much is a return ticket to Florence?*

*How much did you pay for this car?*

- 5** We use **How much ...?** with an uncountable noun to ask about the amount of something. An uncountable noun cannot be plural because it describes something that cannot be counted (e.g. **bread**, **work**, **weather**, **money**, **music**, **meat**, **milk**, **cheese**).

*How much bread is there in the cupboard?*

*How much work have you done today?*

- 6** We use **How many ...?** with a plural noun to ask about numbers:

*How many students are in your class? ~ 15.*

*How many people went to the party? ~ Ten.*

- 7** We use **How old ...?** to ask about someone's age:

*How old are you? ~ I'm 19.*

Note that we say:

*I am 19, or: 19. (Not ~~I have 19.~~)*

We can also say: *I'm 19 years old.*

But we cannot say: *~~I'm 19 years.~~*

### Practice

- A** Complete the questions using **How long**, **How old**, **How often** etc. Put the verbs into the correct tense.

#### QUESTIONS

- 0** (How / you / stay / in New Zealand?)

How long did you stay in New Zealand?

- 1** (How / he / read / a newspaper?)

- 2** (How / a single room / cost?)

- 3** (How / be / you when you went to live in Australia?)

- 4** (How / exams / you / going to take?)

- 5** (How / the course / last?)

- 6** (How / be / it from here to the nearest bus stop?)

#### ANSWERS

~ I stayed there for six months.

~ He reads one every day.

~ It costs £50 a night.

~ I was 15 when I went there.

~ I'm going to take three exams.

~ It will last for two years.

~ It's about 200 metres.



**B** Make each question using the words in brackets ( ), and *How old*, *How much*, *How many* etc. Put the verbs into the correct tense.

- 0 A: How old is your husband (your husband/be)?  
B: He is 34. He'll be 35 next month.
- 1 A: \_\_\_\_\_ (languages you/speak)?  
B: I speak three – English, French and Chinese.
- 2 A: \_\_\_\_\_ (it/be) from here to the airport?  
B: It's about 25 kilometres.
- 3 A: \_\_\_\_\_ (the meal/cost)?  
B: I can't remember, but it wasn't very expensive.
- 4 A: \_\_\_\_\_ (you/stay) there?  
B: I stayed there from June until October.
- 5 A: \_\_\_\_\_ (the postman/come)?  
B: He comes twice a day.
- 6 A: \_\_\_\_\_ (cheese/you/buy)?  
B: I bought half a kilo.

**C** Complete each of these sentences by putting one word into each gap.

- 0 It was my birthday last week. I am 21.
- 1 The programme lasts \_\_\_\_\_ 8.30 \_\_\_\_\_ 10 o'clock.
- 2 There is a train to the centre \_\_\_\_\_ 30 minutes in the morning.
- 3 How \_\_\_\_\_ money have you got?
- 4 How far is it \_\_\_\_\_ here \_\_\_\_\_ the city centre?
- 5 My grandfather is seventy \_\_\_\_\_ .
- 6 How \_\_\_\_\_ countries have you visited?

**D** Complete the conversation by putting in Bob's questions. Start with *How ...* each time.

Anne: I'm doing a course in computing.

Bob: Oh really. <sup>0</sup> How long have you been doing it ?

Anne: I've been doing it for about a month. It's at the local college.

Bob: <sup>1</sup> \_\_\_\_\_ ?

Anne: I go there twice a week.

Bob: <sup>2</sup> \_\_\_\_\_ ?

Anne: The lessons last for three hours, from 2 o'clock until 5.

Bob: <sup>3</sup> \_\_\_\_\_ ?

Anne: I study at home every evening.

Bob: <sup>4</sup> \_\_\_\_\_ ?

Anne: There are about 25 people in my class.

Bob: <sup>5</sup> \_\_\_\_\_ ?

Anne: They're all about the same age as me.

Bob: <sup>6</sup> \_\_\_\_\_ ?

Anne: It's not far from my home.

Bob: <sup>7</sup> \_\_\_\_\_ ?

Anne: It doesn't cost anything. My company is paying.

# 21 Question tags (It's cold, isn't it?)

- 1 A question tag is a short question (e.g. *isn't it?*, *haven't we?*) that we can add at the end of a statement:

Henry: *We've met before, haven't we?*  
 Jeff: *Yes, we have.*

- 2 Look at this bit of a conversation:

Anna: *Sandra is Swiss.*

David: *No, she's French, isn't she?*

(= I thought she was French, but am I wrong?)

When tag questions really are questions, like David's, the voice goes up at the end.

But when tag questions are not really questions, the voice goes down at the end:

*That was a boring programme, wasn't it?*  
 (= I think that was a boring programme.)

- 3 Note that the verb we use in the tag depends on the verb used in the statement:

VERB	+ TAG
be:	<i>You're French, aren't you?</i>
verb:	<i>He plays golf, doesn't he?</i>
auxiliary verb:	<i>It has arrived, hasn't it?</i>

- 4 A positive statement has a negative tag:

POSITIVE + NEGATIVE	
<i>I'm right,</i>	<i>aren't I?</i> (Not <del>am</del> I?)
<i>You're 18,</i>	<i>aren't you?</i>
<i>They're getting tired,</i>	<i>aren't they?</i>
<i>They were friendly,</i>	<i>weren't they?</i>
<i>He lives in France</i>	<i>doesn't he?</i>
<i>You speak Spanish,</i>	<i>don't you?</i>
<i>You passed your exams,</i>	<i>didn't you?</i>
<i>She has left,</i>	<i>hasn't she?</i>
<i>You can drive,</i>	<i>can't you?</i>
<i>The bus will come soon,</i>	<i>won't it?</i>

- 5 A negative statement has a positive tag:

NEGATIVE + POSITIVE	
<i>It isn't very cheap,</i>	<i>is it?</i>
<i>We aren't going to be late,</i>	<i>are we?</i>
<i>She wasn't angry,</i>	<i>was she?</i>
<i>You don't like this,</i>	<i>do you?</i>
<i>She didn't win,</i>	<i>did she?</i>
<i>She hasn't visited Ireland,</i>	<i>has she?</i>
<i>She can't drive,</i>	<i>can she?</i>
<i>It won't rain today,</i>	<i>will it?</i>

## Practice

- A Complete the conversation by putting in question tags.

Tim: We haven't met before, <sup>0</sup> *have we* \_\_\_\_\_ ?

Jo: No, I've just arrived in this country.

Tim: You come from Australia, <sup>1</sup> \_\_\_\_\_ ?

Jo: Yes, from Sydney.

Tim: It's very hot there, <sup>2</sup> \_\_\_\_\_ ?

Jo: Most of the time, but not always.

Tim: But it never gets very cold, <sup>3</sup> \_\_\_\_\_ ?

Jo: No, well, not as cold as some places.

Tim: They speak English there, <sup>4</sup> \_\_\_\_\_ ?

Jo: Yes, that's right.

Tim: You haven't been here long, <sup>5</sup> \_\_\_\_\_ ?

Jo: No, I only got here two weeks ago.

Tim: You're on holiday, <sup>6</sup> \_\_\_\_\_ ?

Jo: Yes, I'm travelling around for six months.

**B Complete the sentences by putting in question tags.**

- 0 The programme starts at 7 o'clock, *doesn't it* \_\_\_\_\_ ? ~ Yes, that's right.
- 1 I can use this ticket on any bus, \_\_\_\_\_ ? ~ Yes, you can.
- 2 The bill won't be very high, \_\_\_\_\_ ? ~ No, I don't think so.
- 3 He wasn't very polite, \_\_\_\_\_ ? ~ No, he wasn't.
- 4 I didn't make a mistake, \_\_\_\_\_ ? ~ No, you didn't.
- 5 It won't be a difficult thing to do, \_\_\_\_\_ ? ~ No, I don't think so.
- 6 That was a lovely meal, \_\_\_\_\_ ? ~ Yes, it was delicious.
- 7 You can't play the piano, \_\_\_\_\_ ? ~ No, I can't.
- 8 They left last week, \_\_\_\_\_ ? ~ Yes, that's right.

**C Complete the conversation with question tags.**

Marta: I'm going to Helsinki tomorrow.

Charles: That's in Finland, <sup>1</sup> \_\_\_\_\_ ?

Marta: Yes, it's the capital.

Charles: You've been there before, <sup>2</sup> \_\_\_\_\_ ?

Marta: Yes, two years ago.

Charles: But you can't speak Finnish, <sup>3</sup> \_\_\_\_\_ ?

Marta: No, I can't.

Charles: But a lot of Finnish people speak English, <sup>4</sup> \_\_\_\_\_ ?

Marta: Yes.

Charles: Well, I'll see you before you leave, <sup>5</sup> \_\_\_\_\_ ?

Marta: Yes, I'll see you tonight.

**D Complete the sentence with a question tag before each reply.**

0 A: She *comes from Italy*, *doesn't she?* \_\_\_\_\_

B: Yes, she comes from Italy.

1 A: You can \_\_\_\_\_

B: Yes, I can speak French very well.

2 A: You haven't \_\_\_\_\_

B: No, I haven't heard this story.

3 A: You went \_\_\_\_\_

B: Yes, I went to Frank's party.

4 A: It isn't \_\_\_\_\_

B: No, it isn't very far from here.

5 A: She won't \_\_\_\_\_

B: No, she won't be angry.

6 A: You're not \_\_\_\_\_

B: No, I'm not going to leave now.

7 A: You'll \_\_\_\_\_

B: Yes, I'll be at home tonight.

## 22 Must, mustn't (I must leave)

- 1 We use **must** with an infinitive (**do, go, work, etc.**):

INFINITIVE

You **must** work harder.

Don't use **to** before the infinitive:

Not ~~You must to work harder.~~

The form of **must** is the same for all persons:

I/you/he/she/it/we/they **must** leave soon.

- 2 We use **must** in rules, to say that an action is necessary:

All visitors **must** go to reception when they arrive.

We use **You must ...** to give somebody an order:

Your work is poor – **you must** try harder.

**You must** finish this work tomorrow.

We use **I/We must ...** to say that we think it is necessary that we do something:

I'm getting tired. **I must** go home now.

**We must** get a new car soon.

- 3 We also use **You must ...** to strongly recommend or offer something:

**You must** read this book; it's fantastic!

**You must** come for lunch at our house.

- 4 The negative form of **must** is **mustn't** or **must not**:

You **mustn't** park here – it's not allowed.

Not ~~You mustn't to park here.~~

- 5 We use **You mustn't ...** (or **You must not**) to say that it is necessary that somebody does NOT do something:

**You mustn't** smoke in here.

**You mustn't** make this mistake again.

We use **I/We mustn't ...** (or **must not**) to say that we think it is necessary that we do NOT do something:

**I mustn't** forget her birthday again.

**We mustn't** be late for the meeting.

- 6 Notice that we can use **must** and **mustn't** (not ~~-will-must-~~) to talk about the future:

**I must** phone Harry tomorrow.

(Not ~~-I will must-phone ...~~)

To talk about what was necessary in the past, we cannot use **must**; we use a form of **have to** (see unit 23).

We don't generally use **must** in a question form. We use **have to** (see unit 23).

### Practice

- A The 'Hotel Strict' is not a very nice hotel. It has a lot of rules. Read the list of rules, and change each one into a sentence using **must** or **must not**.

#### Notice to guests

Leave your key at reception when you go out.

Do not take food into your room.

Pay for your room when you arrive.

Vacate your room by 9 a.m. on the day you leave.

Do not smoke in the restaurant.

Return to the hotel before 10 o'clock every night.



- 0 You must leave \_\_\_\_\_ your key at reception when you go out.
- 1 You \_\_\_\_\_ food into your room.
- 2 \_\_\_\_\_ for your room when you arrive.
- 3 \_\_\_\_\_ your room by 9 a.m. on the day you leave.
- 4 \_\_\_\_\_ in the restaurant.
- 5 \_\_\_\_\_ to the hotel before 10 o'clock every night.

**B** Complete the sentences with **must** or **mustn't** and the verb in brackets.

- 0 You must hear (hear) this story; it's extremely funny!
- 1 We \_\_\_\_\_ (forget) to buy some petrol. There isn't much left.
- 2 I \_\_\_\_\_ (go) to the shops this afternoon. I've got no food in the house.
- 3 You \_\_\_\_\_ (worry) so much; it's bad for you.
- 4 We \_\_\_\_\_ (book) the tickets before it's too late.
- 5 You \_\_\_\_\_ (lock) the door with this key every time you go out.
- 6 You \_\_\_\_\_ (see) that new, French film. It's really good.
- 7 I \_\_\_\_\_ (phone) Jane tonight. She asked me to call her.

**C** Look at this table of instructions for students in a school. Use the table to make sentences with **must** or **mustn't**.

	Yes	No
Attend all classes.	✓	
Take school books home with you.		✓
Make a noise in the corridors.		✓
Write in school books.		✓
Arrive for lessons on time.	✓	
Bring your own pens and paper.	✓	

- 0 You must attend all classes.
- 1 \_\_\_\_\_ school books home with you.
- 2 \_\_\_\_\_ a noise in the corridors.
- 3 \_\_\_\_\_ in school books.
- 4 \_\_\_\_\_ for lessons on time.
- 5 \_\_\_\_\_ your own pens and paper.

**D** Rewrite the sentences in brackets using **must** or **mustn't** / **must not**.

- 0 (Have some of this fish. It's wonderful.)  
You must have some of this fish. It's wonderful.
- 1 (Don't tell lies. It's bad.)  
You \_\_\_\_\_. It's bad.
- 2 (Passengers: Do not open the door while the train is moving.)  
Passengers \_\_\_\_\_ while the train is moving.
- 3 (Come for dinner with us one evening next week!)  
You \_\_\_\_\_ one evening next week!
- 4 (All staff: Show identity cards when you enter the building.)  
All staff \_\_\_\_\_ when they enter the building.
- 5 (It's bad for you to eat so much unhealthy food.)  
You \_\_\_\_\_ so much unhealthy food.
- 6 (Follow the instructions when using this machine.)  
You \_\_\_\_\_ when using this machine.
- 7 (It's important that I write this letter today.)  
I \_\_\_\_\_ this letter today.

# 23 Have to (He has to go)

- 1 The Present Simple forms of **have to** are:

## POSITIVE & NEGATIVE

I/you/we/they	{ have don't have	} to go.
He/she/it	{ has doesn't have	

## QUESTIONS

Do	I/you/we/they	} have to go?
Does	he/she/it	

- 2 We use **have to** to talk about things that are necessary because of rules that other people oblige us to follow:

*My brother **has to** travel a lot in his job.*

(It is required by his employer.)

*We **have to** pay the rent every month.*

(It is required by the landlord.)

To talk about things that we think are necessary, we usually use **must** (see unit 22).

- 3 We also use **have to** for things that are necessary because of the circumstances:

*I **have to** get a bus to school. (It is the only way I can travel there.)*

*She **has to** live on a small income. (She only receives a small amount of money to pay for what she needs.)*

- 4 We use **don't have to** to say that something is NOT necessary:



*We **don't have to** hurry; we're early. (= It's not necessary to hurry. We have plenty of time.)*

*I **don't have to** get up early on Sunday. I can stay in bed if I want.*

- 5 We form the past of **have to** like this:

*I **had to** do a lot of work yesterday.*

*We **didn't have to** play football at school.*

*Did you **have to** work hard for the exam?*

- 6 We form the future of **have to** like this:

*He'll **have to** look for another job.*

*We **won't have to** get tickets in advance.*

*Will they **have to** get visas?*

Note that we can use the Present Simple of **have to** to talk about the future:

*I **have to** do some shopping tomorrow.*

*Do you **have to** work next weekend?*

## Practice

- A Look at this table about different jobs and use the information to complete the sentences, using **have to** or **don't have to**.

	Shop Assistants	Bank clerks	Doctors	Teachers
deal with the public	✓	✓	✓	X
be polite to people	✓	✓	X	X
work with money	✓	✓	X	X
wear uniforms	✓	X	✓	X

- Shop assistants **have to** deal with \_\_\_\_\_ the public.
- Teachers \_\_\_\_\_ the public.
- Teachers \_\_\_\_\_ to people.
- Bank clerks \_\_\_\_\_ to people.
- Shop assistants \_\_\_\_\_ with money.
- Bank clerks \_\_\_\_\_ with money.
- Doctors \_\_\_\_\_ with money.
- Shop assistants often \_\_\_\_\_ uniforms.
- Teachers \_\_\_\_\_ uniforms.

**B Complete the sentences using the correct forms of *have to* and the words in brackets. Be careful to use the correct tense.**

- 0 I have to leave (I/leave) now; I've got an appointment at the dentist's.  
0 Did you have to study (you/study) literature when you were at school?  
0 You don't have to come (You/not/come) with me now if you don't want to.  
1 \_\_\_\_\_ (I/not/work) hard because the job was very easy.  
2 \_\_\_\_\_ (I/do) this work now, or can I do it tomorrow?  
3 \_\_\_\_\_ (I/run) to school because I was late.  
4 \_\_\_\_\_ (I/go) to an important meeting yesterday.  
5 \_\_\_\_\_ (you/show) your passports when you reached the border?  
6 \_\_\_\_\_ (I/pay) in cash next week or can I give you a cheque?  
7 I want to be an airline pilot. What qualifications \_\_\_\_\_ (you/have) to be a pilot?  
8 \_\_\_\_\_ (You/not/decide) today. You can tell me tomorrow.  
9 I arrived late yesterday because \_\_\_\_\_ (I/wait) a long time for a bus.  
10 A: \_\_\_\_\_ (you/work) every weekend?  
B: No, I don't; but \_\_\_\_\_ (I/work) last weekend.

**C Complete the conversations, using the correct forms of *have to*.**

A: (Good morning, I'd like to buy a travel card. What / I / do?)

0 Good morning. I'd like to buy a travel card. What do I have to do?

B: (You / fill / in an application form.)

1 \_\_\_\_\_

A: (I/ give / you / a photograph?)

2 \_\_\_\_\_

B: (No, you / not / give / me anything, except the money for the card!)

3 \_\_\_\_\_

Dad: (What / you / do / at school today?)

0 What did you have to do at school today?

Geoff: (We / do / some / English tests.)

4 \_\_\_\_\_

Dad: (How many questions / you / answer?)

5 \_\_\_\_\_

Geoff: (We / answer / about 40 grammar questions.)

6 \_\_\_\_\_

(I / think / about them very carefully.)

7 \_\_\_\_\_

Dad: (you / write / a composition?)

8 \_\_\_\_\_

Geoff: (No, but we / do / one next week.)

9 \_\_\_\_\_

# 24 Should, shouldn't (You shouldn't smoke)

- 1 We use **should** with an infinitive (do, go etc.):

I **should** do INFINITIVE some work tonight.

The form of **should** is the same for all persons:

I/you/he/she/it/we/they **should go**.

- 2 The negative form is **shouldn't**:  
*You **shouldn't** sit in the sun all day.*  
*They **shouldn't** spend so much money.*

- 3 We use **I should** or **we should** to say what is a good thing for us to do:  
*I **should** go home. It's midnight.*  
*We **should** invite them for a meal.*

We use **I or we shouldn't** to say that something is a bad thing for us to do:  
*I **shouldn't** spend so much money.*

We use **you should/shouldn't** to give advice:  
*You **should** look for a better job.*  
*You **shouldn't** drive so fast.*

**Should** is not as strong as **must** or **have to**. Compare:  
*You **should** eat more fruit. (It's a good idea.)*  
*'You **must** eat more fruit,' said the doctor. (It's very important).*

- 4 We use the question form **should I/we ...?** to ask for advice:



*What **should** I say to Helen?*  
*I need a new passport. Where **should** I go?*

- 5 We can say **I think we should**, **I don't think you should** etc. to give an opinion:



*I **don't think** you **should** believe everything he says.*

We do not usually say:  
*I think you ~~shouldn't~~ ...*

- 6 We can use **do you think I should ...?** to ask for advice:  
*He hasn't replied to my letter. **Do you think I should** phone him?*  
*What **do you think** I **should** give Tom for his birthday?*

## Practice

- A Complete the sentences, using **should** or **shouldn't** and the words in brackets.

- 0 You ~~shou~~ don't work (You/work) so hard. Have a holiday.
- 0 I enjoyed that film. We ~~shou~~ld go (We/go) to the cinema more often.
- 1 \_\_\_\_\_ (You/park) here. It's not allowed.
- 2 What \_\_\_\_\_ (I/cook) for dinner tonight?
- 3 \_\_\_\_\_ (You/wear) a coat. It's cold outside.
- 4 \_\_\_\_\_ (You/smoke). It's bad for you.
- 5 \_\_\_\_\_ (We/arrive) at the airport two hours before the flight.
- 6 \_\_\_\_\_ (I/pay) now or later?
- 7 Do you think \_\_\_\_\_ (I/apply) for this job?
- 8 What do you think \_\_\_\_\_ (I/write) in this space on the form?
- 9 \_\_\_\_\_ (I/eat) any more cake. I've already eaten too much.
- 10 This food is terrible. \_\_\_\_\_ (We/complain) to the manager.
- 11 Which shirt do you think \_\_\_\_\_ (I/buy) ?



**B** Henry is cooking a meal. Give him some useful advice. Use *you should* or *you shouldn't* and the notes in the box.

Don't leave the meat in the oven for more than one hour.  
Cut the onions as small as possible.  
Use fresh herbs and fresh vegetables.  
Don't put in too much salt and pepper.  
Wait until the water boils before you put the vegetables into it.  
Heat the oven before you put the meat in.  
Cut the meat into four equal slices.

- 0 You shouldn't leave the meat in the oven for more than one hour.  
1 \_\_\_\_\_ the onions as small as possible.  
2 \_\_\_\_\_ fresh herbs and fresh vegetables.  
3 \_\_\_\_\_ in too much salt and pepper.  
4 \_\_\_\_\_ until the water boils before you put the vegetables into it.  
5 \_\_\_\_\_ the oven before you put the meat in.  
6 \_\_\_\_\_ the meat into four equal slices.

**C** Write this conversation between Brian and Keith using the words in brackets. Put in *do* or *should* where required.

Brian: (I want to buy a motorbike. What / you / think / I / do?)

0 I want to buy a motorbike. What do you think I should do?

Keith: (You / look / at the advertisements in the papers.)

0 You should look at the advertisements in the papers.

Brian: (Which papers / I / get?)

1 \_\_\_\_\_

Keith: (I think / you / buy / the local newspapers.)

2 \_\_\_\_\_

Brian: (What / you / think / I / do / before I buy a bike?)

3 \_\_\_\_\_

Keith: (I / not / think / you / decide / too quickly.)

4 \_\_\_\_\_

(You / check / the condition of the bike.)

5 \_\_\_\_\_

(You / ask / somebody who knows about bikes to look at the bike for you.)

6 \_\_\_\_\_

(You / not / buy / one simply because it looks nice!)

7 \_\_\_\_\_

(You / be / very careful.)

8 \_\_\_\_\_

# 25 Can, could; may, might

- 1 We use **can** or **could** with an infinitive (do, speak, swim etc.):

I/you/he (etc.) **can** INFINITIVE **swim** to the island.

- 2 Look at these examples with **can**:

**ABILITY:**

*I can speak four languages.*  
(= I am able to speak four languages.)  
*Can you swim?*  
(= Are you able to swim?)

We use **can** to talk about what people are able to do.

In the negative, we use **can't** or **cannot** to talk about what people are not able to do:

*Please speak slowly. I can't understand you.*  
(= I am not able to understand you.)  
*Robert can't run as fast as Sarah.*  
*We can't go abroad for our holiday this year, because we cannot afford the air fare.*

We use **could** and **couldn't** to talk about what people were able to do in the past:

*When Jane was little, she could swim before she could walk.*  
*I couldn't answer every question in the test.*  
*I couldn't go to their party. I was ill.*

- 3 We use **may** or **might** with an infinitive (do, go, leave etc.):

I/you/he/we (etc.) **may** INFINITIVE **leave** soon.

- 4 Look at these examples with **may** and **might**:

**POSSIBILITY:**

*The letter may come tomorrow.*  
(= It's possible that the letter will come tomorrow.)  
*Ask Eric. He might know the answer.*  
(= Perhaps Eric knows the answer.)

We use **may** or **might** to talk about things that are possible, now or in the future.

The negative is **may not** or **might not**:

*I'll phone her, but she may not be at home.*  
(= It's possible that she isn't at home.)  
*I might not go to work tomorrow.* (= It's possible that I won't go to work tomorrow.)

Note that we can use the short form **mightn't**, but we do not say ~~mayn't~~:

*She mightn't be at home now.*  
*I mightn't go to work tomorrow.*

## Practice

- A Complete the sentences with **can**, **can't** or **couldn't** and the verbs in brackets ( ).

- 0 You don't have to shout. I can hear (hear) you very well.
- 0 I couldn't watch (watch) that programme last night because I had to go out.
- 1 He                      (play) last week because he was injured.
- 2 He eats in restaurants all the time because he                      (cook).
- 3 I                      (give) you a lift in my car because it isn't working at the moment.
- 4 I didn't have a good seat in the theatre, so I                      (see) the stage very well.
- 5 John doesn't need a calculator. He                      (do) very difficult sums in his head.
- 6 She's very good at music. She                      (play) three instruments.
- 7 I                      (find) my address book. Have you seen it?
- 8 He spoke very quickly and I                      (understand) anything he said.
- 9 We                      (go) on the trip because we                      (afford) it. It was very expensive.

- 10 I \_\_\_\_\_ (do) any more work because I was very tired, so I stopped.  
 11 I'm afraid that I \_\_\_\_\_ (talk) to you now. I'm in a hurry. I have to be at work in five minutes.

**B Use the words in brackets to complete each sentence, with *can*, *can't*, *could* or *couldn't*.**

- 0 Sarah phoned Jane yesterday. (They / not / talk / for a long time, because Jane had to go out.)  
 They couldn't talk for a long time, because Jane had to go out.  
 1 Grandma needs her glasses. (She / not / see / anything without her glasses.)  
 She \_\_\_\_\_  
 2 Mary won her race. (She was so tired after the race that she / not / stand / up.)  
 She \_\_\_\_\_  
 3 (Last year, Robert / beat / his younger brother at chess.) But he can't beat him now.  
 Last year, \_\_\_\_\_  
 4 John and Anna have a wonderful view from their hotel room. (They / see / the whole of the city.)  
 They \_\_\_\_\_

**C Complete the sentences, using *might* or *might not* and the verb in brackets.**

- 0 Accept their offer. You might not get (get) a better opportunity.  
 1 I \_\_\_\_\_ (buy) her this plant for her birthday. She likes plants a lot.  
 2 Take a coat with you. It \_\_\_\_\_ (be) cold this evening.  
 3 We \_\_\_\_\_ (go) to Greece this summer, but we haven't booked anything yet.  
 4 I \_\_\_\_\_ (go) by car because there will be a lot of traffic.  
 5 They \_\_\_\_\_ (come) to the party tonight. They're very busy. They have a lot of things to do at home.  
 6 A: What are you going to do tonight?  
 B: I'm not sure. I \_\_\_\_\_ (stay) at home. I'm tired.  
 7 I know Jane is at school today. But I don't know where she is at the moment. She \_\_\_\_\_ (be) in the gym, or she \_\_\_\_\_ (be) in the science lab.  
 8 Don't worry too much about that mistake. It \_\_\_\_\_ (be) important.  
 9 I'll try to change the time of my flight, but it \_\_\_\_\_ (be) possible. The planes are often full at this time of year.  
 10 You \_\_\_\_\_ (find) a good hotel if you go to the main street — there are lots of hotels there.

**D Complete the conversation using *may* or *may not* and the verbs in brackets.**

Jane: Are you going to the concert tomorrow?

Chris: I may go (go), but there <sup>1</sup> \_\_\_\_\_ (be) any tickets left.

Jane: What will you do if you can't go to the concert?

Chris: I'm not sure. I <sup>2</sup> \_\_\_\_\_ (go) out at all. I <sup>3</sup> \_\_\_\_\_ (stay) at home. I <sup>4</sup> \_\_\_\_\_ (watch) a video.

Jane: What kind of film will you get?

Chris: I don't know. I <sup>5</sup> \_\_\_\_\_ (get) a horror film. I like them!

# 26 Passive: Present Simple and Past Simple

## 1 We form the Present Simple passive like this:

am/is/are + PAST PARTICIPLE		
Glass	is	made from sand.

### POSITIVE & NEGATIVE

*This programme **is shown** on TV every Thursday.*

*These computers **aren't produced** any more.*

### QUESTIONS

*When **is breakfast served** in this hotel?*

(For information on the forms of regular past participles, see Table D on page 95, and for irregular past participles, see Table E on page 96.)

## 2 We form the Past Simple passive like this:

was/were + PAST PARTICIPLE		
Anna	was	born in Germany.

### POSITIVE & NEGATIVE

*'Romeo and Juliet' **was written** by Shakespeare.*

*The goods **weren't delivered** yesterday.*

### QUESTIONS

*When **was your camera stolen**?*

## 3 Look at these sentences:

		OBJECT	
ACTIVE:	They sell	cold drinks	here.
PASSIVE:	Cold drinks	are sold here.	
	SUBJECT		

Notice that the object in the active sentence (**cold drinks**) is the same as the subject in the passive sentence. We use the passive when it is not important who does the action, or when we don't know who does it:  
*These cars **are made** in Japan. (We don't need to say ~~... by Japanese workers.~~)*  
*This castle **was built** in the twelfth century. (We don't know who built it.)*

## 4 Now look at these examples:

- Alfred Hitchcock **was a great film maker.** He **directed** this film in 1956.*
- This **is a wonderful film.** It **was directed** by Alfred Hitchcock.*

In (ii) we use the passive because we have been talking about something (**the film**), and not the person who did it (**Hitchcock**). We use **by** to say who does, or did, the action:

*This film **was directed by Hitchcock.***

## Practice

### A Complete these sentences with the Present Simple passive form of the verbs in brackets ( ).

- English is spoken (speak) in many countries.
- The post \_\_\_\_\_ (deliver) at about 7 o'clock every morning.
- Dinner \_\_\_\_\_ (serve) in the hotel at 8.30 p.m.
- The building \_\_\_\_\_ (not/use) any more.
- The Olympic Games \_\_\_\_\_ (hold) every 4 years.
- How \_\_\_\_\_ (your name/spell) ?
- What kinds of things \_\_\_\_\_ (sell) in that market?
- My salary \_\_\_\_\_ (pay) every month.
- These computers \_\_\_\_\_ (make) in Japan.
- The rubbish \_\_\_\_\_ (take) away three times a week.
- The name of the person who committed the crime \_\_\_\_\_ (not know) .
- This programme \_\_\_\_\_ (show) three times a week.
- His travel expenses \_\_\_\_\_ (pay) by his company.

**B Complete these sentences using the Past Simple passive form of the verbs in brackets.**

- 0 My car was repaired (repair) last week.
- 1 This song \_\_\_\_\_ (write) by John Lennon and Paul McCartney.
- 2 The phone \_\_\_\_\_ (answer) by a young girl.
- 3 The film \_\_\_\_\_ (make) ten years ago.
- 4 When \_\_\_\_\_ (tennis/invent) ?
- 5 She \_\_\_\_\_ (not/injure) in the accident.
- 6 He \_\_\_\_\_ (be born) in 1965.
- 7 Where \_\_\_\_\_ (this pot/make) ?
- 8 When \_\_\_\_\_ (this city/build) ?
- 9 This picture \_\_\_\_\_ (paint) by Picasso.
- 10 When \_\_\_\_\_ (this book/publish) ?
- 11 The money \_\_\_\_\_ (give) to him by his parents.

**C Change the active sentences into passive sentences. Use the words in brackets.**

- 0 We sell tickets for all shows at the Box Office.  
(Tickets for all shows / sell / at the Box Office) Tickets for all shows are sold at the Box Office.
- 1 Thomas Edison invented the electric light bulb  
(The electric light bulb / invent / by Thomas Edison) \_\_\_\_\_
- 2 Someone painted the office last week.  
(The office / paint / last week) \_\_\_\_\_
- 3 Several people saw the accident.  
(The accident / see / by several people) \_\_\_\_\_
- 4 Where do they make these video recorders?  
(Where / these video recorders / make) \_\_\_\_\_
- 5 Six countries signed the agreement.  
(The agreement / sign / by six countries) \_\_\_\_\_
- 6 A stranger helped me.  
(I / help / by a stranger) \_\_\_\_\_
- 7 They don't deliver the post on Sundays.  
(The post / not / deliver / on Sundays) \_\_\_\_\_

**D Put in the correct active or passive form in brackets ( ).**

**Fiat**

Fiat <sup>0</sup> was started (started/was started) by a group of Italian businessmen in 1899. In 1903, Fiat <sup>1</sup> \_\_\_\_\_ (produced/was produced) 132 cars. Some of these cars <sup>2</sup> \_\_\_\_\_ (exported/were exported) by the company to the United States and Britain. In 1920, Fiat <sup>3</sup> \_\_\_\_\_ (started/was started) making cars at a new factory at Lingotto, near Turin. There was a track on the roof where the cars <sup>4</sup> \_\_\_\_\_ (tested/were tested) by technicians. In 1936, Fiat launched the Fiat 500. This car <sup>5</sup> \_\_\_\_\_ (called/was called) the Topolino – the Italian name for Mickey Mouse. The company grew, and in 1963 Fiat <sup>6</sup> \_\_\_\_\_ (exported/was exported) more than 300,000 vehicles. Today, Fiat is based in Turin, and its cars <sup>7</sup> \_\_\_\_\_ (sold/are sold) all over the world.

# 27 Verb + -ing (I like cooking); like and would like

1 Look at this example:

I like -ing FORM  
listening to music.

(For details on -ing forms, see Table C on page 95.)

We can use certain verbs (e.g. like) with an -ing form:

like enjoy love keep } + -ing FORM  
finish stop mind }

She doesn't like cooking.

Do you enjoy driving?

They love living in a village.

He keeps saying the same things.

(= He says the same things many times.)

Have you finished eating?

Suddenly she stopped talking.

I don't mind waiting.

2 Compare this pair of sentences:

I like working here.

(= I enjoy my job here.)

I'd like (= I would like) to get a better job.

(= I want to get a better job.)

We use like + -ing (e.g. like listening, like

working) to talk about things that we enjoy doing. We use would like to say that we want to do something. Here are some more examples:

She likes painting pictures.

(= She enjoys painting pictures.)

She would like to be an artist.

(= She wants to be an artist.)

I like going to the theatre.

(= I enjoy going to the theatre.)

I'd like to go to the theatre tonight.

(= I want to go to the theatre tonight.)

Do you like playing cards?

(= Do you enjoy playing cards?)

Would you like to play cards now?

(= Do you want to play now?)

In offers and requests it is more polite to say would like than want:

Would you like to come for dinner? (offer)

I'd like to leave work early, please. (request)

3 We use go + -ing for sports and hobbies that we go out to do, and with shopping:

We often go skiing in the winter.

Let's go swimming this afternoon.

She goes dancing at weekends.

I'm going shopping this afternoon.

## Practice

A Complete the sentences using a Present Simple form of the first verb in brackets. Study the example first.

0 She likes playing (like/play) tennis, but she doesn't like watching (not/like/watch) it.

1 The buses (stop/run) at midnight.

2 I (not/mind/listen) to his problems.

3 He's not very good at playing chess, so he (keep/lose).

4 She (enjoy/go) to other countries and she (like/meet) new people.

5 I (keep/make) the same stupid mistakes!

6 They usually (finish/eat) at about 8.30 in the evening.

7 She (not/enjoy/drive), but she (love/cycle).

8 (you/like/read) detective novels?

9 I (not/mind/change) the time of our appointment.

10 Please (stop/make) that terrible noise!

**B Complete the sentences using *like/not like + -ing* or *would like + to* with the words in brackets.**

- 0 She doesn't like working (work) here. She hates this job and is going to look for a better one.
- 0 Would you like to watch (you / watch) a different programme, or do you want to watch this one?
- 1 I \_\_\_\_\_ (live) here. I have lived here for many years and I think it's a nice town.
- 2 Sarah \_\_\_\_\_ (be) a journalist when she leaves university. She wants to work on a newspaper or a magazine.
- 3 I \_\_\_\_\_ (get up) so early every morning, but I have to do it.
- 4 I \_\_\_\_\_ (go out) for dinner in an Italian restaurant tonight.
- 5 Clare \_\_\_\_\_ (find) a job in the United States. She wants to work in Boston or in New York.
- 6 I \_\_\_\_\_ (watch) television all the time; I think it's a waste of time.
- 7 Mary \_\_\_\_\_ (lie) on the beach when she's on holiday. She doesn't like swimming or going on trips.
- 8 I \_\_\_\_\_ (discuss) something important with you this afternoon.
- 9 \_\_\_\_\_ (you/come) to a party at my house next Saturday?
- 10 I \_\_\_\_\_ (do) nothing this weekend — I'm very tired.
- 11 Jane \_\_\_\_\_ (go) to parties; she always enjoys them.
- 12 Bruce \_\_\_\_\_ (cook), so he often eats in restaurants.
- 13 A: Susan is working as a secretary in an office in the centre of London.  
B: \_\_\_\_\_ (work) in an office?  
A: No, she hates it. She \_\_\_\_\_ (find) a different job.
- 14 A: What \_\_\_\_\_ (you/do) next summer?  
B: I \_\_\_\_\_ (visit) South America, but I might not have enough money.

**C Look at the pictures. They show what John did last week on holiday. Complete the sentences using the correct form of *go* and a verb from the box.**

dance  
shop  
sail  
swim  
ski  
cycle



Monday



Tuesday



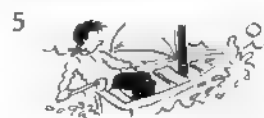
Wednesday



Thursday



Friday



Saturday

- 0 On Monday he went shopping.
- 1 On Tuesday \_\_\_\_\_
- 2 On Wednesday \_\_\_\_\_
- 3 On Thursday \_\_\_\_\_
- 4 On Friday \_\_\_\_\_
- 5 On Saturday \_\_\_\_\_

## 28 To + infinitive (I want to go) or infinitive (I can go)

1 Look at this example:

to + INFINITIVE

*I want to buy some stamps.*

We use **to do, to buy, to start** etc. (**to + infinitive**) after these verbs:

want	decide	} + to + INFINITIVE
agree	promise	
forget	offer	
hope	plan	
arrange	try	

*She agreed to lend him some money.*

*He forgot to book the tickets.*

*I'm hoping to get a new bike soon.*

*I've arranged to play tennis tonight.*

*They've decided to start a new company.*

*You promised to help me.*

*She offered to do the washing-up.*

*We're planning to go away this weekend.*

*He's trying to learn French.*

2 We can also say **want + someone + to**:

*His parents want him to go to university.*

*Do you want me to help you?*

3 Now look at this example:

INFINITIVE

*He can speak Spanish.*

**Can** is a modal verb. We use **do, speak, see** etc. (infinitives) after a modal verb. Some of the most common modal verbs are:

will ('ll)	should	may	} + INFINITIVE
might	can	could must	

*I'll see you soon.*

*She won't agree.*

*Where should I sit?*

*We may go by train.*

*It may not cost much.*

*Can I park here?*

*I couldn't hear her.*

*We must pay now.*

4 We can use **make + someone + infinitive**, to mean 'cause' or 'force':

*The film made me cry.*

(= It caused me to cry.)

*They made us leave.*

(= They forced us to leave.)

5 We can use **let + someone + infinitive**, to mean 'allow':

*She let me stay.* (= She allowed me to stay.)

### Practice

A Put the verbs in brackets ( ) into these sentences. Use an infinitive (*phone*) or **to + infinitive** (*to phone*).

- You can't ~~smoke~~ (smoke) here. Smoking is not allowed in this building.
- I'm sorry I forgot (phone) you yesterday. I was very busy.
- Don't worry. The exam may not (be) very difficult.
- My boss makes me (work) very hard.
- It's not a very good film. You won't (enjoy) it.
- She didn't want (wait) any longer, so she left.
- When are you planning (eat) tonight?
- She couldn't (reply) because she didn't know what to say.
- This kind of music makes me (feel) good.
- Our boss sometimes lets us (leave) early.
- I'm afraid I've forgotten (bring) the map.
- They might not (receive) the letter until next week.



**B Complete each sentence so that it has the same meaning as the sentence in brackets.**

- 0 (I don't think it's a good idea to argue with him.)  
I don't think you should argue with him.
- 1 (I won't be able to come to the meeting on Friday.)  
I can't \_\_\_\_\_
- 2 (I'm meeting some friends tonight.)  
I've arranged \_\_\_\_\_
- 3 (Listen to what I'm telling you.)  
I want you \_\_\_\_\_
- 4 (It's important that you lock the door when you go out.)  
Don't forget \_\_\_\_\_
- 5 (Perhaps we'll go out for a meal this evening.)  
We may \_\_\_\_\_
- 6 (Allow me to pay for the meal.)  
Let \_\_\_\_\_
- 7 (I'd like to do a course in Art History.)  
I want \_\_\_\_\_
- 8 (He said, 'I'll pay the bill'.)  
He offered \_\_\_\_\_
- 9 (Should I sit in this chair?)  
Do you want me \_\_\_\_\_?
- 10 (His stories were very funny, and I laughed a lot.)  
His funny stories made \_\_\_\_\_
- 11 (Perhaps he'll phone you tomorrow.)  
He might \_\_\_\_\_
- 12 (It's possible that Tom won't be angry with you.)  
Tom might not \_\_\_\_\_
- 13 (Jane allowed me to drive her new car.)  
Jane let \_\_\_\_\_

**C Complete the conversation, using the verbs in brackets with or without to.**

- Charles: I want <sup>0</sup> to do \_\_\_\_\_ (do) something interesting this weekend. Can we  
<sup>1</sup> \_\_\_\_\_ (do) something together?
- Diana: Well, I've arranged <sup>2</sup> \_\_\_\_\_ (go) on a trip to the coast with  
some friends. Do you want <sup>3</sup> \_\_\_\_\_ (come) with us?
- Charles: Yes, that sounds good. When are you planning <sup>4</sup> \_\_\_\_\_ (leave)?
- Diana: Well, we've decided <sup>5</sup> \_\_\_\_\_ (start) early in the morning tomorrow,  
and I've promised <sup>6</sup> \_\_\_\_\_ (take) the others in my car.  
We're hoping <sup>7</sup> \_\_\_\_\_ (reach) the coast by lunchtime. So, you must  
<sup>8</sup> \_\_\_\_\_ (meet) me here at 6.30 a.m.
- Charles: Okay, good. I won't <sup>9</sup> \_\_\_\_\_ (be) late.

# 29 Reported speech; say/said or tell/told

- 1 When we report something that somebody said, we usually change the tense of the verb like this:

ACTUAL WORDS	REPORTED SPEECH
Present Simple 'I live in a small flat,' she said.	→ Past Simple She said she <i>lived</i> in a small flat.
Present Continuous 'I'm leaving on Tuesday,' I said.	→ Past Continuous I said that I <i>was leaving</i> on Tuesday.
Past Simple Present Perfect } 'I learnt a lot,' he said. 'Mr Jackson has left,' she said.	→ Past Perfect He said he <i>had learnt</i> a lot. She said that Mr Jackson <i>had left</i>
will 'I'll help you,' she said	→ would She said she <i>would help</i> me.
am/is/are going to 'We're going to be late,' I said.	→ was/were going to I said that we <i>were going to be</i> late.
can 'I can't find my money,' he said.	→ could He said he <i>couldn't find</i> his money.

- 2 Note that it is not necessary to use **that** in reported speech:

*She said (that) she knew the answer.*

- 3 Compare **say** and **tell** in these sentences:

*She said (that) she lived in a small flat.*

*She told me (that) she lived in a small flat.*

**We say something.** We do not say **someone something**.

*She said she was going to be late.*

(Not ~~She said me she was...~~ )

*I said that I disagreed with him.*

(Not ~~I said him that I...~~ )

**We tell someone something.** We do not tell **something**.

*He told me he was happy.*

(Not ~~He told he was happy.~~ )

*He told me that he would pay me immediately.*

(Not ~~He told that he would pay me immediately~~ )

*She told Fred she was going to meet someone.*

(Not ~~She told that she was going to meet someone.~~ )

## Practice

- A Look at these pictures of people coming through passport control at an airport. Change the things they said into reported speech.



0 He said that he was visiting friends. \_\_\_\_\_

1 She said \_\_\_\_\_

2 He said \_\_\_\_\_

3 They said \_\_\_\_\_

4 She said \_\_\_\_\_

5 They said \_\_\_\_\_



**B** Read this conversation and then report what Claudia and Nicole said.

Nicole: How long have you been in France?

Claudia: Six weeks.

Nicole: Are you enjoying your stay?

Claudia: Yes, I'm enjoying it a lot.

Nicole: Have you been here before?

Claudia: Yes. I've been to France many times.

Nicole: What are you doing here?

Claudia: I'm on holiday.

Nicole: Are you staying in a hotel?

Claudia: No, I'm staying with some friends.

Nicole: Where do they live?

Claudia: They have a flat in the city centre.

Nicole: How long are you staying?

Claudia: I'm leaving in March.

Nicole: Can you speak French very well?

Claudia: No, I can't. I'm going to have some lessons.

Nicole: I'll teach you.



- 0 Claudia said that she had been \_\_\_\_\_ in France for six weeks.
- 1 Claudia said \_\_\_\_\_ her stay a lot.
- 2 Claudia said \_\_\_\_\_ to France many times.
- 3 Claudia said \_\_\_\_\_ on holiday.
- 4 She said \_\_\_\_\_ with some friends.
- 5 She said \_\_\_\_\_ a flat in the city centre.
- 6 She said \_\_\_\_\_ in March.
- 7 She said \_\_\_\_\_ French very well.
- 8 She said \_\_\_\_\_ some lessons.
- 9 Nicole said \_\_\_\_\_ Claudia.

**C** Complete the sentences with *said* or *told*.

- 0 She said \_\_\_\_\_ she wasn't feeling very well.
- 1 Alex \_\_\_\_\_ me that he would buy the tickets.
- 2 They \_\_\_\_\_ that the train was going to be late.
- 3 She \_\_\_\_\_ him that she was very angry with him.
- 4 She \_\_\_\_\_ him that she couldn't help him.
- 5 Who \_\_\_\_\_ you that I was leaving? It's not true!
- 6 They \_\_\_\_\_ us that they were leaving in the morning.
- 7 He \_\_\_\_\_ that he didn't know what was wrong with the car.
- 8 She \_\_\_\_\_ she had four sisters.
- 9 She \_\_\_\_\_ me that Tom worked in a factory.
- 10 He \_\_\_\_\_ me that he was a doctor, but he \_\_\_\_\_ Anna that he was a dentist.

# 30 Articles: a/an, the, or no article

## 1 We use a/an with singular nouns:

*He was reading **a** book.*

We use **an** before vowel sounds (a, e, i, o, u):

***an** apple **an** interesting film*

***an** hour (pronounced 'our')*

## 2 Now look at this example:

*When I arrived, John was reading **a** book.*

We use **a/an** when it isn't necessary to make clear which particular thing we are talking about. There are lots of books; John was reading one of them.

We use **a/an** to talk about people's jobs:

*Jim is **an** engineer. (= There are lots of engineers; Jim is one.)*

We use **a/an** to describe things or people:

*They have **a** beautiful house. (= There are lots of beautiful houses; they have one.)*

*John is **an** old friend of mine.*

## 3 We use the with singular or plural nouns:

***the** book **the** books*

We can use **the** with uncountable nouns (e.g. **music**, **water**, **food**, **education**):

***The** water is in the fridge.*

Note:

- ▶ uncountable nouns do not have a plural (not ~~-2 musics~~, ~~-three waters~~).
- ▶ we do not use **a/an** with uncountable nouns (not ~~-a music~~, ~~-a water~~).

## 4 We use the when it is clear which person or thing we are talking about:

*Jean was reading **a** book. She closed **the** book. (= She closed the book that she was reading.)*

*Anna likes music, but she doesn't like **the** music that John plays.*

*Mike's gone to **the** shops. (= the local shops)*

*She's in **the** kitchen. (= the kitchen in this house)*

*I must go to **the** bank. (= my bank, where I keep my money)*

***the** centre/**the** station/**the** airport (in a city)*

***the** River Thames (There is only one.)*

***the** government in my country*

## 5 We do not use the before plural nouns

(e.g. **vegetables**) or uncountable nouns

(e.g. **education**, **music**) when we are talking about something in general:

*Do you like **vegetables**? (= any vegetables)*

*I think **education** is very important.*

## 6 We do not use a or the before names of

languages, meal names, the names of cities, most countries and most streets, and the names of airports, stations, single mountains or lakes:

*She speaks **Spanish**.*

*She lives in **Amsterdam** in **Holland**. (But we say **the** U.S.A., **the** United Kingdom.)*

*What time will **lunch** be?*

*from **Heathrow Airport** to **Oxford Street***

## Practice

### A Put a, an or the into the gaps if they are required. Leave the gaps empty if nothing is required.

- 0 I want to put some money into my bank account, so I'm going to **the** bank this afternoon. It's in \_\_\_\_\_ Midland Street
- 1 I had \_\_\_\_\_ sandwich for \_\_\_\_\_ lunch today.
- 2 We flew to \_\_\_\_\_ Dublin Airport in \_\_\_\_\_ Ireland.
- 3 It was \_\_\_\_\_ long flight, but eventually we arrived in \_\_\_\_\_ U.S.A.
- 4 I'm trying to learn \_\_\_\_\_ Japanese. I'm having \_\_\_\_\_ lesson tomorrow.
- 5 He made \_\_\_\_\_ angry speech against \_\_\_\_\_ government.
- 6 She is \_\_\_\_\_ famous actress and she is appearing in \_\_\_\_\_ popular TV series.
- 7 They live in \_\_\_\_\_ Paris in \_\_\_\_\_ area near to \_\_\_\_\_ River Seine.
- 8 They've bought \_\_\_\_\_ small flat in \_\_\_\_\_ Park Street.

**B** Complete the sentences by putting in *a*, *an* or *the* if required. Leave the gap empty if nothing is required. (Note that the following words in this exercise are uncountable nouns: *music, fuel, education, fish, food, coffee, exercise*.)

- 0 She read the letters that had arrived that morning.
- 1 It was a nice day, so we had \_\_\_\_\_ lunch in \_\_\_\_\_ garden of my house.
- 2 I'm just going to \_\_\_\_\_ shops. I'll be back in a few minutes.
- 3 We phoned for \_\_\_\_\_ taxi to take us to \_\_\_\_\_ airport.
- 4 I like listening to \_\_\_\_\_ music when I come home.
- 5 Without \_\_\_\_\_ fuel, \_\_\_\_\_ cars don't work.
- 6 John was at home. He was reading \_\_\_\_\_ magazine in \_\_\_\_\_ living-room.
- 7 His parents believe that \_\_\_\_\_ education is a very important thing.
- 8 Jane doesn't like \_\_\_\_\_ fish; she never eats it.
- 9 After \_\_\_\_\_ dinner, I washed \_\_\_\_\_ plates and glasses.
- 10 Did you like \_\_\_\_\_ food at \_\_\_\_\_ party yesterday?
- 11 A: Where's \_\_\_\_\_ coffee?  
B: It's in \_\_\_\_\_ cupboard next to \_\_\_\_\_ sink.
- 12 Doctors say that \_\_\_\_\_ exercise is good for everybody.

**C** Complete this conversation by putting in *a*, *an* or *the* if required. Leave the gap empty if nothing is required.

- Mike: Is Maria <sup>0</sup> a student at your college?
- Rosie: No, she's <sup>1</sup> \_\_\_\_\_ old friend of mine. We were at school together.
- Mike: What does she do now?
- Rosie: She's <sup>2</sup> \_\_\_\_\_ computer programmer. She's not English, you know. She comes from <sup>3</sup> \_\_\_\_\_ Brazil, but she's living in <sup>4</sup> \_\_\_\_\_ U.S.A. at the moment.
- Mike: Has she got <sup>5</sup> \_\_\_\_\_ job there?
- Rosie: Yes, she's working for <sup>6</sup> \_\_\_\_\_ big company there.
- Mike: Do you write <sup>7</sup> \_\_\_\_\_ letters to each other?
- Rosie: Yes, and I had <sup>8</sup> \_\_\_\_\_ long letter from her yesterday.
- Mike: What did she say in <sup>9</sup> \_\_\_\_\_ letter?
- Rosie: She said that she was living in <sup>10</sup> \_\_\_\_\_ nice apartment in <sup>11</sup> \_\_\_\_\_ centre of <sup>12</sup> \_\_\_\_\_ Chicago.

**D** Complete the story by putting *a*, *an* or *the* into the gaps.

Yesterday I was sitting on <sup>0</sup> the 6 o'clock train when I saw <sup>1</sup> \_\_\_\_\_ strange man walking along the platform. He came into the carriage of <sup>2</sup> \_\_\_\_\_ train where I was sitting, and he sat in the seat opposite mine. He opened <sup>3</sup> \_\_\_\_\_ newspaper and started reading it. On <sup>4</sup> \_\_\_\_\_ front page of <sup>5</sup> \_\_\_\_\_ newspaper, there was <sup>6</sup> \_\_\_\_\_ picture of <sup>7</sup> \_\_\_\_\_ bank robber. The words under <sup>8</sup> \_\_\_\_\_ picture were: 'Wanted by the police'. It was <sup>9</sup> \_\_\_\_\_ same man!

### 31 Myself, yourself etc; each other

1 Look at this table:

SUBJECT PRONOUNS	OBJECT PRONOUNS	REFLEXIVE PRONOUNS
I	me	myself
you ( <i>singular</i> )	you	yourself
he	him	himself
she	her	herself
it	it	itself
we	us	ourselves
you ( <i>plural</i> )	you	yourselves
they	them	themselves

We use **myself**, **yourself**, **herself** etc. to refer to the subject:

## SUBJECT

**Be careful. You might hurt yourself**

*I bought myself a new shirt.*

**He taught himself to swim.**

*They enjoyed themselves at the concert.*

**2 Compare:**

(i)



Jenny made Jo a cup of coffee.

(= Jenny made the coffee for Jo.)

(11)



*Jenny made herself a cup of coffee.*

(= Jenny made the coffee for herself.)

**3** We also use **myself, yourself** etc. to emphasize that the subject did the action, not another person:

*He built the whole house himself.*

(= He built it alone; nobody helped him.)

**4 We use each other like this:**

Tom and Sue were talking to each other.

(= Tom was talking to Sue, and Sue was talking to Tom.)

We like **each other** very much. (= I like her and she likes me.)

**Compare themselves and each other:**

**Alan and Ruth took these photographs themselves.** (= They took them, not another person.)

*Alan and Ruth took photographs of each other.* (= Alan took a photograph of Ruth, and Ruth took a photograph of Alan.)

## Practice

**A** Fill the gaps with *myself*, *yourself* etc.

- 0 I cooked myself \_\_\_\_\_ a meal and then I watched television.
- 1 I'm sure he'll enjoy \_\_\_\_\_ on his trip.
- 2 I cut \_\_\_\_\_ while I was preparing the vegetables.
- 3 We amused \_\_\_\_\_ by playing cards while we were waiting for the plane.
- 4 She put the plates on the table and told them to help \_\_\_\_\_ to the food.
- 5 Tom hurt \_\_\_\_\_ when he was playing football.
- 6 Alan cooked \_\_\_\_\_ a snack when he got home.

**B** Complete the sentences with the correct verb tenses and *myself, yourself* etc. in the correct place.

- 0 (Be careful with that knife or you / cut /.)  
Be careful with that knife or you'll cut yourself.
- 1 (It was a very nice trip and we / enjoy / very much.)  
It was a very nice trip and we \_\_\_\_\_.

- 2 (I / burn / while I was taking the dish out of the oven.)  
I \_\_\_\_\_ while I was taking the dish out of the oven.
- 3 (He didn't have lessons. He / teach /.)  
He didn't have lessons. \_\_\_\_\_
- 4 (I think I / buy / a new coat tomorrow.)  
\_\_\_\_\_
- 5 (She / make / a sandwich and ate it in the kitchen.)  
\_\_\_\_\_ and ate it in the kitchen.

**C** Fill the gaps with *myself, yourself* etc.

- 0 Did you paint the room *yourself* ? ~ Yes, it took me three days to do it.
- 1 If you won't help me, I'll have to do it all \_\_\_\_\_.
- 2 She makes all her clothes \_\_\_\_\_.
- 3 The students organized the concert \_\_\_\_\_.
- 4 We painted the whole house \_\_\_\_\_.
- 5 He typed the letter \_\_\_\_\_ and then he posted it.

**D** Complete the sentences with the correct verb tenses and *myself, yourself* etc. Put *myself, yourself* etc. at the end of the sentence.

- 0 (She is a very successful singer. She / write / all her songs /.)  
She is a very successful singer. She writes all her songs herself.
- 1 Could you post this letter for me? ~ (No, I'm sorry, I won't have time. You / have / to post it /.)  
No, I'm sorry, I won't have time. \_\_\_\_\_
- 2 (Nobody helped us, so we / carry / all our luggage /.)  
Nobody helped us, so \_\_\_\_\_
- 3 (This is an excellent photograph. / you / take it /?)  
This is an excellent photograph. \_\_\_\_\_
- 4 (She was wearing a dress that she / make /.)  
She was wearing a dress that \_\_\_\_\_
- 5 (I hope you like the present. I / choose / it /.)  
I hope you like the present. \_\_\_\_\_
- 6 (Do you like this meal? I / invent / the recipe /.)  
Do you like this meal? \_\_\_\_\_

**E** Fill the gaps with *each other, ourselves, yourselves or themselves*.

- 0 They spent the whole evening arguing with *each other*.
- 0 Their house is very beautiful; they designed it *themselves*.
- 1 Mary met John in April, but they didn't see \_\_\_\_\_ again until July.
- 2 They're not friends; in fact, they don't like \_\_\_\_\_ at all.
- 3 Don't ask me to help you. You must do it \_\_\_\_\_.
- 4 We didn't buy it \_\_\_\_\_. A friend bought it for us.
- 5 I could hear two people shouting at \_\_\_\_\_.
- 6 We're working in the same office now, so Ron and I see \_\_\_\_\_ every day.

# 32 Direct and indirect objects (She gave him a book)

1 Look at this example:



- (i) She gave **her brother** the newspaper.  
 (ii) She gave the newspaper **to her brother**.  
 In both sentences a **newspaper** is the thing which is given, and **her brother** is the person who receives it.

2 Here are other sentences like (i) *She gave her brother the newspaper*:

	+ PERSON (indirect object)	+ THING (direct object)
She gave	her brother	a shirt.
He sent	me	a letter.
I showed	him	my passport.
Jane lent	Frank	some money.
I'll offer	her	a job.
I'll cook	them	a meal.
I fetched	her	a plate.
I'll get	you	a magazine.
I'll buy	you	a coffee.

3 Here are some other sentences like (ii) *She gave the newspaper to her brother*:

	+ THING (direct object)	+ PERSON (to + object)
She gave	a shirt	to her brother.
I sent	postcards	to my friends.
I showed	my card	to the clerk.
She lent	some money	to her friend.
He offered	the chocolates	to the others.

Note that we use **to + object** after these verbs which express the idea of giving or showing something to somebody:

**give, send, show, lend, offer**

But we use **for + object** after verbs which express the idea of doing something for another person:

**cook, fetch, buy, get** (= 'fetch' or 'buy')

	+ THING (direct object)	+ PERSON (for + object)
We cooked	a meal	for everybody.
He fetched	the newspaper	for his father.
I'll get	your book	for you.
She bought	some toys	for them.

## Practice

A Put these words into the right order to make sentences. Do not add any words.

0 (He - lent - his car - Mark)

He lent Mark his car.

1 (a cigarette - Jim - She offered)

2 (Mary - his holiday photographs - He showed)

3 (them - an invitation - Have you sent - ?)

4 (a birthday present - Did you buy - her - ?)

5 (I - some of my tapes - a friend - gave)

6 (When you go to the post office, - some stamps - me - could you get - ?)



**B** Now write the sentences from Exercise A again, but using *to* or *for*.

- 0 He lent his car to Mark.
- 1 She offered \_\_\_\_\_
- 2 He showed \_\_\_\_\_
- 3 Have you sent \_\_\_\_\_
- 4 Did you buy \_\_\_\_\_
- 5 I gave \_\_\_\_\_
- 6 When you go to the post office, could you get \_\_\_\_\_

**C** Change these sentences. In each case use the other possible structure.

- 0 He offered his seat to an old lady.

He offered an old lady his seat.

- 1 I have sent Jane a birthday card.

- 2 I don't want to lend my bike to Bruce.

- 3 I gave your message to Joan.

- 4 Could you fetch me a knife and fork?

**D** Tim and Lucy went to a restaurant last night for a meal. Make sentences about what happened while they were there. Write two sentences. Use the words in brackets ( ).

- 0 (The waiter / give / the menu.)

(her) The waiter gave her the menu.

(to Lucy) The waiter gave the menu to Lucy.

- 1 (The waiter / fetch / some wine.)

(them) \_\_\_\_\_

(for them) \_\_\_\_\_

- 2 (The waiter / show / the bottle.)

(him) \_\_\_\_\_

(to Tim) \_\_\_\_\_

- 3 (The chef / cook / a special meal.)

(them) \_\_\_\_\_

(for them) \_\_\_\_\_

- 4 (The waiter / give / the bill.)

(Tim) \_\_\_\_\_

(to Tim) \_\_\_\_\_

- 5 (Lucy / lend / some money, because he didn't have enough to pay the bill.)

(Tim) \_\_\_\_\_

(to Tim) \_\_\_\_\_

# 33 something, anybody, nothing etc.

- 1 something / anything = a thing  
 somebody / anybody = a person  
 someone / anyone = a person  
 somewhere / anywhere = a place

- 2 We usually use **something, somebody, someone** and **somewhere** in positive sentences:

*Something is burning.* (= I can smell burning. I don't know what is burning.)

*I'm going to have something to eat.*  
 (= I'm going to eat; I don't know what I'm going to eat.)

*Somebody told me that it was a good film.*  
 (= A person told me it was a good film. I can't remember who told me.)

*She lives somewhere in the north.*

- 3 We usually use **anything, anybody, anyone** and **anywhere** in negative sentences, and in questions:

*I didn't know anyone at the party.*  
 (= There were no people at the party who I knew.)

*I couldn't find my bag anywhere.*  
 (= I couldn't find my bag in any place.)

*Did you understand anything she said?*

- 4 **nothing** = not anything  
**nobody** = not anybody  
**no one** = not anyone  
**nowhere** = not anywhere

We use **nothing, nobody, no one** and **nowhere** before or after positive verbs:

*Nothing makes Joe unhappy.* (= There isn't anything that makes Joe unhappy.)

*There's nothing I want to watch on TV.*

*Nobody was there when I arrived.*

*There is nowhere that I would prefer to live than here.* (= There isn't anywhere . . .)

- 5 We can use **else** after **something, anybody, nowhere** etc:

*Let's talk about something else.*

(= Let's talk about a different subject.)

*I didn't tell anybody else.*

(= I didn't tell another person.)

*There is nowhere else I can look for it.*

- 6 We can also use an adjective (e.g. **wrong, nice**) after **something, anything** etc:

*Have I said something wrong?*

## Practice

- A Put in the correct word from the box in each gap.

anything (x2)	nobody (x2)	<del>somebody</del>	somewhere (x2)
nothing (x3)	something	anywhere	

- 0 *Somebody* \_\_\_\_\_ phoned you today, but he didn't tell me his name.
- 1 Everybody was having lunch in the restaurant, so there was \_\_\_\_\_ in the office.
- 2 She didn't say \_\_\_\_\_ about her job when I spoke to her.
- 3 I'm sure you'll find it \_\_\_\_\_ if you keep looking.
- 4 I had to go to the cinema on my own because \_\_\_\_\_ wanted to go with me.
- 5 A: Are you worried about something?  
 B: No, \_\_\_\_\_ is worrying me.
- 6 Can I speak to you for a moment? I want to discuss \_\_\_\_\_ with you.
- 7 Unfortunately, I couldn't help. There was \_\_\_\_\_ I could do about the problem.
- 8 A: What did you buy at the shops?  
 B: I bought \_\_\_\_\_. I couldn't find \_\_\_\_\_ that I liked.
- 9 A: Have you seen my handbag \_\_\_\_\_?  
 B: Yes, I think it's \_\_\_\_\_ in the living-room.

**B Choose the correct verb form in brackets.**

- 0 I'm afraid I don't know (know/don't know) anything about this subject.
- 0 I rang the doorbell but nobody was (was/wasn't) in.
- 1 I asked a lot of people, but nobody \_\_\_\_\_ (knew/didn't know) the answer.
- 2 I \_\_\_\_\_ (have seen/haven't seen) anything so lovely before in my life!
- 3 I \_\_\_\_\_ (ate/didn't eat) anything for lunch yesterday.
- 4 Nothing interesting \_\_\_\_\_ (has happened/hasn't happened) since the last time I spoke to you.
- 5 He loves football. Nothing else \_\_\_\_\_ (is/isn't) important to him.
- 6 She \_\_\_\_\_ (said/didn't say) anything about her plans for the future.

**C Change each of these sentences into a sentence with the same meaning. Use the word in brackets with the underlined adjective or with *else*.**

- 0 A strange thing happened yesterday. (something)  
Something strange happened yesterday.
- 0 Let's listen to some different music. (something)  
Let's listen to something else.
- 1 Is there an interesting programme on TV tonight? (anything)  
Is there \_\_\_\_\_ on TV tonight?
- 2 You won't find better food in any other place. (anywhere)  
You won't find better food \_\_\_\_\_.
- 3 Is there a cheap place we can go for lunch? (anywhere)  
Is there \_\_\_\_\_ we can go for lunch?
- 4 Let's sit in a different place. (somewhere)  
Let's sit \_\_\_\_\_.
- 5 I'd like a hot drink. (something)  
I'd like \_\_\_\_\_ to drink.

**D Put the right form of a word beginning with *some-*, *any-* or *no-* into the conversation.**

Dennis: Have you read <sup>0</sup> anything interesting lately?

Sarah: Yes, <sup>1</sup> \_\_\_\_\_ lent me a novel last week and I really enjoyed it.

Dennis: What was it about?

Sarah: It was about <sup>2</sup> \_\_\_\_\_ who goes to visit Australia. A few days after she arrives there, <sup>3</sup> \_\_\_\_\_ terrible happens to her.

Dennis: What?

Sarah: While she is travelling across Australia, she loses her passport and all her money. She doesn't know <sup>4</sup> \_\_\_\_\_ who can help her, and she hasn't got <sup>5</sup> \_\_\_\_\_ to stay.

Dennis: What happens then?

Sarah: I'm not going to tell you <sup>6</sup> \_\_\_\_\_ else! You should read the book yourself.

Dennis: It sounds like a very depressing book! I don't think I'll read it.

Sarah: You would like it. <sup>7</sup> \_\_\_\_\_ wonderful happens at the end.

# 34 All, most, some, none

## 1 We use

all/most/some + NOUN (e.g. most cities)

to talk about things or people in general:

*She thinks that **all sports** are boring.*

(= She thinks that **every sport** is boring.)

***Most cities** have a lot of shops.*

(= **Almost every city** has a lot of shops.)

***In some countries** life is very hard.*

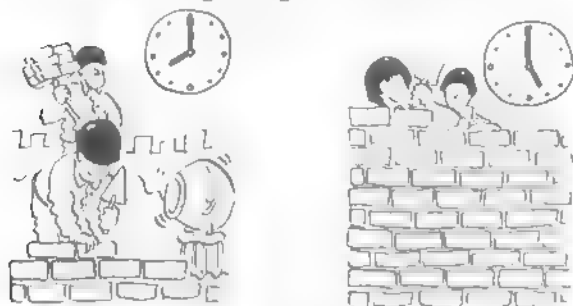
(= In a number of countries in the world, but not **all** or **most** ...)

We do not say **all/most/some + of + noun**:

***Most people** take exams during their lives.*

(Not *Most of people* ...)

- 2 We can also use **all** with **morning/afternoon/evening/night/day/week/year** (e.g. **all afternoon**) to mean 'the whole', 'from the beginning to the end of':



*They've been working hard **all day**.*

*I waited for the phone call **all morning**.*

## 3 We use

**all/most**  
**some/none** } + **of + the/my/her + NOUN**  
(e.g. **all of my books**)

to talk about particular things or people:

*He spent **all of his money**.*

***Most of my friends** are interested in sport.*

*I knew **some of the people** at the party.*

***None of the shops** were open.*

Notice that we use a positive verb with **none**.

We can leave out **of** after **all** (but not after **most, some, none**):

*He spent **all his money**.*

## 4 We can use

**all/most/some/none + of + it/them**

when we have already mentioned the noun that **it** or **them** refers to:

*It was lovely food, but I couldn't eat **all of it**.*  
(it = the food)

*I phoned a number of hotels, but **most of them** were full.* (them = the hotels)

*That cake looks nice. Can I have **some of it**?*  
(it = the cake)

## Practice

- A Look at these exam results for four people and complete the sentences, using **all of, some of, most of** or **none of**. Sometimes you will need **the** (e.g. **some of the**).

Student	Exam 1	Exam 2	Exam 3	Exam 4	Exam 5	Exam 6
Alice	PASS	PASS	FAIL	PASS	PASS	PASS
Bill	PASS	PASS	PASS	PASS	PASS	PASS
Carol	FAIL	PASS	PASS	PASS	FAIL	FAIL
David	FAIL	FAIL	FAIL	FAIL	FAIL	FAIL

- 0 Alice passed most of the exams
- 1 Bill passed \_\_\_\_\_ exams.
- 2 Bill failed \_\_\_\_\_ them.
- 3 Carol passed \_\_\_\_\_ exams.
- 4 Carol passed \_\_\_\_\_ them.
- 5 Carol failed \_\_\_\_\_ them.
- 6 David passed \_\_\_\_\_ them.
- 7 David passed \_\_\_\_\_ exams.
- 8 David failed \_\_\_\_\_ exams.

**B Complete the sentences by putting in the correct words from the box.**

all   some   all the   some of the   none of the

- 0 All children have to go to school in this country by law.
- 0 The classroom was empty because all the children had gone home.
- 1 We couldn't buy anything because all the shops in the area were closed.
- 2 A: Where were you at 3 o'clock yesterday afternoon?  
B: I was at home. I was at home all the afternoon. I didn't go out until the evening.
- 3 We went to a restaurant last night. All the food was lovely, but I didn't like the soup or the dessert.
- 4 All people say that he's the best tennis player in the world, but a lot of others don't agree.
- 5 It was a very boring day. All the places that we visited were interesting.
- 6 He spent all the morning reading the newspaper, so he didn't do any work.
- 7 All the phones in the station worked, so I couldn't phone you.
- 8 We left the hotel at 9 o'clock in the morning, and we didn't go back to the hotel until the evening. We walked round the city, looking at the sights, all the day.
- 9 All the jackets fitted me, so I didn't buy one.
- 10 All the passengers must buy a ticket before they travel.
- 11 She was ill. She stayed in bed from Monday to Saturday. She didn't go to work all the week.
- 12 The teacher asked a question, but all the students knew the answer, so the teacher told them.
- 13 All the course was difficult for me, but most of it was easy.

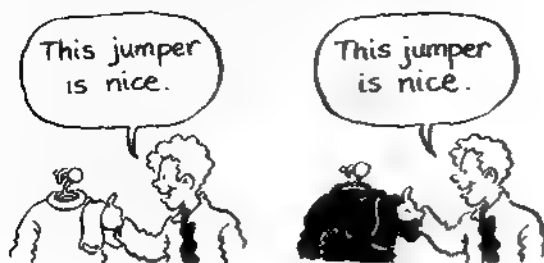
**C Complete the sentences by putting in the correct words from the box.**

all of	all of it	most of them
most of	all of them	none of it
none of	most of it	none of them

- 0 I watched most of the programme, but I didn't watch all of it.
- 1 I've read all of the book, but I haven't read all of it yet. I'm reading the last chapter.
- 2 She did all of the decorating herself, but she didn't do all of it.  
A friend helped her with some of it.
- 3 A: Did you understand all of the words in that story?  
B: No, but I understood all of it. There were only a few that I didn't know.
- 4 I rang all of the hotels in the town, but all of them had vacant rooms, so we had nowhere to stay.
- 5 All the pens on my desk work; all of them are empty. Can I borrow yours?
- 6 I did all of the work that I had to do. I finished at midnight. It took me a very long time to do it, because all of it was easy.

# 35 Both (... and), either (... or), neither (... nor)

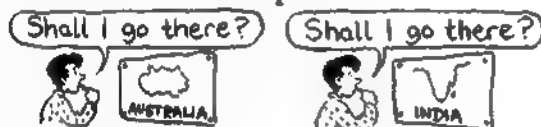
- 1 We use **both**, **either** and **neither** to talk about two things or people. Look at this example with **both ...and**:



*Both the white jumper and the black jumper are nice. He doesn't know which one to buy.*

We can also say:  
*Both jumpers are nice.*

- 2 Now look at this example with **either ... or**:



*Jeff would like to visit either Australia or India, but he can't decide which one.*

We can also say:  
*Jeff would like to visit either country.*

We can also use a negative verb with **either**:  
*Jeff hasn't been to either country.*

- 3 Now look at this example:



*Neither the black jacket nor the white jacket fitted her.*

Or we can say:  
*Neither jacket fitted her.*

Note that we do not use a negative verb with **neither**:

~~Not Neither jacket didn't fit her.~~  
~~Jeff hasn't been to neither country.~~

- 4 We can also use **both**, **either**, and **neither** like this:

both either neither	of	the my his these	PLURAL NOUN
---------------------------	----	---------------------------	-------------

*Both of these suitcases* are heavy.

*I haven't seen either of the films.*

*Neither of his sisters* was/were there.

We can also say:

**both/either/neither + of + them/us**

*He has two cars, but neither of them works.*

## Practice

### A Fill the gaps with **either** or **neither**.

- I'm going to buy either the green shirt or the blue shirt.
- She lent me two books, but I haven't read \_\_\_\_\_ of them.
- John looked at Jim, but they didn't speak. \_\_\_\_\_ of them said anything.
- \_\_\_\_\_ of the two jobs seemed very attractive, so I didn't apply for \_\_\_\_\_ of them.
- You can have \_\_\_\_\_ fish or chicken for dinner.
- There were two films on TV, but \_\_\_\_\_ of them looked very interesting.
- I haven't seen \_\_\_\_\_ James or Julie this week, and \_\_\_\_\_ of them has phoned me.
- I looked for my bag in the living-room and in the kitchen, but it wasn't in \_\_\_\_\_ room.
- I rang two friends, but \_\_\_\_\_ of them was at home. They had gone out.
- You can catch \_\_\_\_\_ the number 12 bus or the number 15 bus to the city centre.

- 10 She didn't get \_\_\_\_\_ of the jobs she applied for.
- 11 I asked two people, but \_\_\_\_\_ of them could give me directions.
- 12 We can see the film \_\_\_\_\_ tonight or tomorrow night.

**B** Look at this information about two hotels. Then complete the sentences about them using *both of them* or *neither of them*.

	Grand Hotel	Landmark Hotel
It has a swimming pool.	✓	✓
It is in the city centre.	✓	✓
It costs more than £100 a night.	✗	✗
It offers lower prices at weekends.	✓	✓
It organizes tours of the city.	✗	✗
It accepts credit cards.	✓	✓
It meets guests at the airport.	✗	✗

- 0 *Both of them* \_\_\_\_\_ have swimming pools.
- 1 \_\_\_\_\_ are in the city centre.
- 2 \_\_\_\_\_ costs more than £100 a night.
- 3 \_\_\_\_\_ offer lower prices at weekends.
- 4 \_\_\_\_\_ organizes tours of the city.
- 5 \_\_\_\_\_ accept credit cards.
- 6 \_\_\_\_\_ meets guests at the airport.

**C** Complete the sentences using *both/either/neither + of + us/them* (e.g. *neither of us*).

- 0 I went to the concert with Mary, but *neither of us* \_\_\_\_\_ enjoyed it very much because it was very boring.
- 1 There are two flights we can catch to New York. Both flights cost the same amount, so we can choose \_\_\_\_\_.
- 2 I played two games against Harry, and I lost \_\_\_\_\_ because he is a much better player than me.
- 3 I saw Jane and Alison walking down the street and I waved at them, but \_\_\_\_\_ saw me because they were talking.
- 4 I looked at George, and George looked at me. Then \_\_\_\_\_ started to laugh because it was such a funny situation.
- 5 A man spoke to us but \_\_\_\_\_ could understand him, so we didn't answer.
- 6 Tim and I wanted to go to the game, but \_\_\_\_\_ could get tickets, so we watched it on TV.
- 7 I wanted to buy a new camera. There were two cameras in the shop that I liked, but they were very expensive. I couldn't afford \_\_\_\_\_, so I didn't buy anything.
- 8 Ann and I worked very hard all day. \_\_\_\_\_ were very tired in the evening, so we didn't go out.
- 9 We went into two restaurants, but \_\_\_\_\_ were full. We couldn't get a table at either \_\_\_\_\_.

# 36 Comparative and superlative adjectives (cheaper, cheapest)

- 1 We use comparatives (e.g. **cheaper than**) to say that two or more things or people are different in some way:

Flights	
Geneva	£300
Zurich	£250

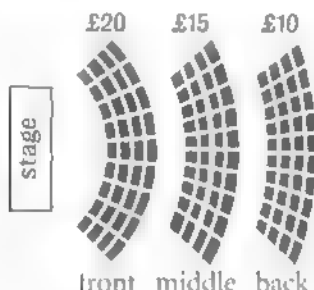
The flight to Zurich is **cheaper than** the flight to Geneva.

The flight to Geneva is **more expensive than** the flight to Zurich.

It's **warmer today than** it was yesterday.

Is New York **bigger than** London?

- 2 We use superlatives (e.g. **the cheapest**) like this:



The **most expensive** seats are at the front of the theatre.

The **cheapest** seats are at the back.

He is **the worst** player in the team.

It was **the happiest** day of their lives.

We can use a superlative without a noun:

The seats at the back are **the cheapest**.

- 3 Look at these tables:

► short adjectives (1 syllable):

warm	warmer	the warmest
tall	taller	the tallest
low	lower	the lowest
big	bigger	the biggest
hot	hotter	the hottest
wet	wetter	the wettest

► long adjectives (2 syllables or more):

famous	<b>more</b> famous	the <b>most</b> famous
beautiful	<b>more</b> beautiful	the <b>most</b> beautiful

► adjectives ending with -y:

easy	easier	the easiest
happy	happier	the happiest

► irregular adjectives:

good	<b>better</b>	the <b>best</b>
bad	<b>worse</b>	the <b>worst</b>

(For more details see Table F on page 97.)

- 4 The opposite of **more** is **less**:

The big book is **more expensive than** the little one.

The little book is **less expensive than** the big one.

## Practice

- A Look at the information about Alison and Bernard, and complete the sentences using the comparative form of the adjective in brackets ( ) and **than**.

	Alison	Bernard
Height:	1.6m	1.75m
Age:	30	26
Income:	£15,000 per year	£70,000 per year
Family:	2 brothers and 2 sisters	1 brother
House:	small	very big

- Alison is **shorter than** (short) Bernard.
- Bernard is \_\_\_\_\_ (tall) Alison.
- Alison is \_\_\_\_\_ (old) Bernard.
- Bernard is \_\_\_\_\_ (rich) Alison.
- Alison's income is \_\_\_\_\_ (low) Bernard's.
- Alison's family is \_\_\_\_\_ (big) Bernard's.
- Alison's house is \_\_\_\_\_ (small) Bernard's.



**B Complete the sentences using the comparative form of the adjective in brackets and *than*.**

- 0 I think that golf is more interesting than (interesting) tennis.
- 1 This question is \_\_\_\_\_ (easy) the last one.
- 2 I'm a good player, but Eric is \_\_\_\_\_ (good) me.
- 3 The group's first record was \_\_\_\_\_ (successful) their second record.
- 4 We both played well, but he was \_\_\_\_\_ (lucky) me.
- 5 Your car is \_\_\_\_\_ (powerful) mine.
- 6 This computer is \_\_\_\_\_ (useful) that one.

**C Complete the sentences using the superlative form of the adjective in brackets.**

- 0 Anna is the youngest (young) person in her class.
- 1 We stayed in \_\_\_\_\_ (bad) hotel in the whole city.
- 2 People say that it is \_\_\_\_\_ (funny) film of the year.
- 3 What is \_\_\_\_\_ (tall) building in the world?
- 4 Her teachers say that she is \_\_\_\_\_ (good) student in the school.
- 5 This is \_\_\_\_\_ (expensive) camera in the shop.
- 6 Many people say that Venice is \_\_\_\_\_ (beautiful) city in the world.

**D Complete the dialogues using the comparative form of the adjective in brackets + *than*, or the superlative form of the adjective in brackets.**

- 0 A: Why did you choose that hotel? It's a long way from the centre of town.  
B: I chose it because it was cheaper than (cheap) the hotel in the centre.
- 0 A: Shall we sit in the living-room?  
B: Yes, it's the warmest (warm) room in the house.
- 1 A: Did you enjoy being a student?  
B: Yes, it was \_\_\_\_\_ (happy) period of my life.
- 2 A: Is he famous in this country?  
B: Yes, he's \_\_\_\_\_ (famous) any other singer.
- 3 A: I'm not a very good cook.  
B: I'm sure I'm \_\_\_\_\_ (bad) you. I can't cook anything well.
- 4 A: Do you like this programme?  
B: Yes, I think it's \_\_\_\_\_ (good) programme on TV.
- 5 A: What did you have for dinner?  
B: I chose \_\_\_\_\_ (expensive) dish on the menu.
- 6 A: How is your new course going?  
B: It's \_\_\_\_\_ (difficult) the last one I took.
- 7 A: What's the weather going to be like today?  
B: They say that today is going to be \_\_\_\_\_ (wet) yesterday.
- 8 A: Are you happy in your new flat?  
B: Yes, it's \_\_\_\_\_ (comfortable) my last one.
- 9 A: Is London \_\_\_\_\_ (exciting) city in Britain?  
B: No, I think that Liverpool is \_\_\_\_\_ (exciting) London.

# 37 Comparison: as ... as (as strong as)

- 1** We use **as + adjective + as** (e.g. **as old as**) to say that two things or people are the same in some way:



*The chair is **as expensive as** the table.*

*You're **as old as** me. (= We are the same age.)*

Note that we say **as me / as him / as her / as us / as them**, and not **as I / as he / as she** etc:

*She's **as strong as** him. (Not ... ~~as he~~.)*

*I'm **as fast as** them. (Not ... ~~as they~~.)*

We use **not as ... as** to talk about a difference between two things or people:



*The two star hotel isn't **as big as** the four star hotel.*

*I'm **not as clever as** her. (= She is cleverer than me.)*

- 2** We can also use **as + adverb + as** (e.g. **as well as**):

*Jean **cooks as well as** Tom. (= Jean and Tom are both good cooks.)*

*He couldn't run **as quickly as** Maria. (= Maria ran more quickly than him.)*

- 3** We use **as many + plural noun + as** (e.g. **as many friends as**) to say that the number of two things are equal:

*Jane has got **as many friends as** Mary.*

We use **not as many ... as** to say two things are not equal:

*I don't have **as many books as** you.*

- 4** We use **as much + uncountable noun + as** (e.g. **as much money as**) to compare two things. Uncountable nouns are words for things that we cannot count, and so they do not have a plural form (e.g. **money, work, luggage, traffic**):

*Helen earns **as much money as** Colin.*

*Jack doesn't do **as much work as** me.*

*They aren't carrying **as much luggage as** us.*

## Practice

- A** Complete each sentence so that it means the same as the one above it.  
Use **as + adjective/adverb + as**.

- 0 Sweden is bigger than Britain.

Britain isn't as big as Sweden.

- 1 The other students learn more quickly than me.

I don't learn as quickly as the other students.

- 2 You're very angry and I'm very angry also.

I'm as angry as you.

- 3 The seats at the front are more expensive than the seats at the back.

The seats at the back aren't as expensive as the seats at the front.

- 4 Central Park in New York is bigger than Hyde Park in London.

Hyde Park in London isn't as big as Central Park in New York.

- 5 Her last film was very good and her new film is also very good.

Her new film is as good as her last film.

- 6 The other students work harder than him.

He doesn't work as hard as the other students.

B Complete the sentences about each picture, using *as ... as* and a word from the box. Use each word once.

long	clean	fast	fresh	tall
big	cheap	strong	wide	full



- The carrots aren't as cheap as the cabbages.
- The black car is going as fast as the white car.
- The footballers aren't as strong as the basketball players.
- Janet's hair is as short as Kathy's hair.
- The car on the left isn't as big as the car on the right.
- The flowers on the right aren't as many as the flowers on the left.
- The big glass isn't as full as the little glass.
- Jane is as weak as Matthew.
- High Street isn't as wide as Main Street.
- The black book is as thick as the white book.

C Join each pair of sentences in brackets ( ), using *as much ... as* or *as many ... as*.

- (I've got about 50 books. Jack's got about 100.)  
I haven't got as many books as Jack.
- (You've done a lot of work. I've done a lot of work also.)  
I've done as much work as you.
- (Alan earns a lot of money. Sheila only earns a little.)  
Sheila doesn't earn as much as Alan.
- (George has been to five countries. I've also been to five countries.)  
I've been to as many countries as George.
- (You've had five jobs. I've only had two.)  
I haven't had as many jobs as you.
- (Tom has a lot of luggage. Jane has a lot of luggage too.)  
Jane has as much luggage as Tom.
- (Mary answered most of the questions. I only answered about half.)  
I didn't answer as many questions as Mary.
- (Ruth spent £50. I also spent £50.)  
I spent as much money as Ruth.

### 38 Too and enough (too big, big enough)

- 1** Look at this example:



*The case is too big. He can't carry it.*  
We use **too** to mean 'more than is good or suitable in the situation'.

- 2** We can use too like this:

**too + ADJECTIVE:**

*I don't want to go out. I'm too tired.*

**too many + PLURAL NOUN:**

**I couldn't find her at the concert because there were too many people there.**

**too much + UNCOUNTABLE NOUN:**

(e.g. too much work/money/food/noise/salt/information/time/bread)

**Our teacher gives us too much work.**

- 3** We can use **too** with **to + infinitive** to explain why someone cannot do something:  
*She's **too young to drive**.* (= She can't drive because she's too young.)

- 4** Now look at this example:



**This case is big enough. I can put all my clothes into it. The small case isn't big enough.**

We use **enough** to mean 'as much or as many as we need'. We use **not ... enough** to mean 'less than we need'.

- 5** We can use **enough** like this:

### ADJECTIVE + enough:

*Is your room warm enough?*

**enough + PLURAL NOUN:**

*I've got enough potatoes, thanks.*

**enough** + UNCOUNTABLE NOUN:

*I can't talk to you now. I haven't got enough time.*

- 6** We can also use **not ... enough + to + infinitive** to say why someone cannot do something:  
*She isn't old enough to drive.* (= She can't drive because she isn't old enough.)

## Practice

- A** Complete the sentences using *too* or *enough* and the word in brackets ( ).

- 0 I can't eat this soup because it's too hot (hot).
- 0 We couldn't buy the tickets because we didn't have enough money (money).
- 0 We didn't buy the car because it wasn't big enough (big).
- 1 I couldn't see her because it was \_\_\_\_\_ (dark).
- 2 I can't decide what to do because I haven't got \_\_\_\_\_ (information).
- 3 You can't change the situation now. It's \_\_\_\_\_ (late).
- 4 Have you had \_\_\_\_\_ (food), or would you like some more?
- 5 He did badly in the exam because he was \_\_\_\_\_ (nervous).
- 6 Slow down! You're driving \_\_\_\_\_ (fast).
- 7 He shouldn't play in the team because he isn't \_\_\_\_\_ (good).
- 8 I haven't got \_\_\_\_\_ (clothes). I must buy some more.
- 9 Robert didn't go to work because he didn't feel \_\_\_\_\_ (well).
- 10 I couldn't lift the suitcase because I wasn't \_\_\_\_\_ (strong).
- 11 We didn't go swimming because the water was \_\_\_\_\_ (cold).
- 12 Mary couldn't post all the letters because she didn't have \_\_\_\_\_ (stamps).

**B Complete the sentences using *too much*, *too many* or *enough* and the word in brackets.**

- 0 I'm not enjoying my job at the moment because they're giving me  
too much work \_\_\_\_\_ (work).
- 0 Is your coffee sweet enough \_\_\_\_\_ (sweet)?
- 1 Shall we have another coffee? Have we got \_\_\_\_\_ (time)?
- 2 I couldn't finish the exam because there were \_\_\_\_\_ (questions).
- 3 We didn't go for a walk because it wasn't \_\_\_\_\_ (warm).
- 4 I couldn't eat the meal because there was \_\_\_\_\_ (salt) in it.
- 5 Mary passed the test because she answered \_\_\_\_\_ (questions)  
correctly.
- 6 I didn't enjoy the party because there were \_\_\_\_\_ (people) there.
- 7 Is that chair \_\_\_\_\_ (comfortable) or would you like to sit here?
- 8 George couldn't work because the others were making \_\_\_\_\_ (noise).
- 9 We can't play that game because we haven't got \_\_\_\_\_ (players).
- 10 Shall I make some sandwiches? Have we got \_\_\_\_\_ (bread)?
- 11 Her work isn't very good. She makes \_\_\_\_\_ (mistakes).

**C Join each pair of sentences using *too* or *enough* with *to* + infinitive (e.g. *to do*, *to go*).**

- 0 Clare couldn't sleep. She was too worried.  
Clare was too worried to sleep.
- 0 I can't go on holiday. I haven't got enough money.  
I haven't got enough money to go on holiday.
- 1 I can't do any more work. I'm too tired.  
\_\_\_\_\_
- 2 Judy won't pass the exam. She isn't good enough.  
\_\_\_\_\_
- 3 Clive can't play basketball. He's too short.  
\_\_\_\_\_
- 4 His girl-friend couldn't go to the party. She was too ill.  
\_\_\_\_\_
- 5 David couldn't pay the bill. He didn't have enough money.  
\_\_\_\_\_
- 6 Shall we go to the beach? Is it hot enough?  
\_\_\_\_\_
- 7 I can't see you tonight. I'm too busy.  
\_\_\_\_\_
- 8 I don't want to go home. It's too early.  
\_\_\_\_\_
- 9 Chris couldn't repair the car. He didn't have enough tools.  
\_\_\_\_\_
- 10 I didn't visit all the museums. I didn't have enough time.  
\_\_\_\_\_

# 39 Adjectives: -ed or -ing (frightened or frightening)

## 1 Compare frightened and frightening:

We can use adjectives that end with **-ed** to describe people's feelings:



SUBJECT

Ann was very **frightened**.

The subject of the sentence (e.g. **Ann**) is the person who has the feeling.

We use an adjective that ends with **-ing** (e.g. **frightening**) to talk about a thing or person that makes us have a feeling:



SUBJECT

The ghost was very **frightening**.

The subject of the sentence (e.g. **the ghost**) causes the feeling.

## 2 Here are some more examples to compare:

*We are all **surprised** by the news.*

(= We feel surprised.)

*I was very **tired** at the end of the journey.*

(= I felt tired.)

*He was **excited** by the way the game ended.*

*I'm **interested** in your idea.*

*The students were **bored** during the lesson.*

*Were you **disappointed** by the film?*

*I wasn't nervous before the exam; I was **relaxed***

*The news is **surprising**.*

(= The news makes us feel surprised.)

*The journey was very **tiring**.*

(= The journey made us feel tired.)

*The end of the game was **exciting**.*

*Your idea is **interesting**.*

*The lesson was **boring**.*

*Was the film **disappointing**?*

*I went for a **relaxing** walk.*

Note that we can say:

*The **journey** was very **tiring**.*

or:

*It was a very **tiring** journey.*

## Practice

### A Choose the correct adjective in brackets ( ) to put in the gaps.

- 0 It was a terrible play and I was *bored* (bored/boring) from start to finish.
- 1 I'm very \_\_\_\_\_ (excited/exciting) because I'm going to New York tomorrow
- 2 Are you \_\_\_\_\_ (surprised/surprising) or were you expecting this news?
- 3 I'm reading a very \_\_\_\_\_ (interested/interesting) book at the moment
- 4 I've had a very \_\_\_\_\_, tired/tiring day at work today and I want to go to bed
- 5 Most people were \_\_\_\_\_ (surprised/surprising) that he won the championship.
- 6 I'm \_\_\_\_\_ (bored/boring). Let's go out for a cup of coffee somewhere.
- 7 Visit our \_\_\_\_\_ (excited/exciting) new shop!
- 8 His speech was very long and very \_\_\_\_\_ (bored/boring).

**B Complete each sentence using the correct word from the box. Use each word once.**

bored	interested	surprising	amusing	confused
boring	amused	confusing	surprised	interesting

- 0 Your idea is very interesting. Tell me more about it.
- 1 He told me a very \_\_\_\_\_ story. I laughed and laughed.
- 2 This is a terribly \_\_\_\_\_ book. Nothing happens in it.
- 3 She's \_\_\_\_\_ in politics and often talks about it.
- 4 The map was \_\_\_\_\_ and I got lost.
- 5 She was \_\_\_\_\_ because she had nothing to do all day.
- 6 Everyone else thought it was funny, but she wasn't \_\_\_\_\_.
- 7 Could you repeat that, please? I'm a bit \_\_\_\_\_ because it was very complicated.
- 8 It is \_\_\_\_\_ that she failed the exam, because she's a good student.
- 9 Everyone was \_\_\_\_\_ by the sudden noise.

**C Complete the replies in these dialogues, using the correct word from the box.**

confused	boring (x2)	surprised	disappointed
bored	disappointing (x2)	<del>confusing</del>	surprising

- 0 A: Do you understand what's happening in this film?  
B: No, it's very confusing.
- 1 A: Did you think the film was good?  
B: No, I was \_\_\_\_\_ from the beginning to the end. I nearly fell asleep.
- 2 A: Was your trip to London as good as you expected?  
B: No, it was rather \_\_\_\_\_. I didn't like the place. People had told me that London was beautiful, but I thought it was dirty and ugly.
- 3 A: Did you enjoy your course?  
B: No, I was \_\_\_\_\_ because I thought I would learn more.
- 4 A: Do you enjoy your job?  
B: No, it's very \_\_\_\_\_. I do the same things every day.
- 5 A: Did you know that he was going to leave his job?  
B: No, I was very \_\_\_\_\_. I had no idea he was planning to do that.
- 6 A: Do you understand the rules of this game now?  
B: No, I'm completely \_\_\_\_\_.
- 7 A: Were you expecting him to get so angry?  
B: No, it was very \_\_\_\_\_. He's usually very calm about everything.
- 8 A: I'm sorry to hear that you failed the exam.  
B: Yes, it was very \_\_\_\_\_. I really wanted to pass.
- 9 A: Do you like watching golf on TV?  
B: No, I think it's very \_\_\_\_\_. Nothing happens for long periods of time.

# 40 Adverbs (slowly, fast); comparative adverbs (more quickly)

## 1 Compare adverbs and adjectives:

### ADVERBS

We use adverbs (e.g. **beautifully**) to describe how someone or something does an action:

*Peter **plays** the violin **beautifully**.*  
(**Beautifully** describes how Peter plays.)

### ADJECTIVES

We use adjectives (e.g. **beautiful**) to describe people or things. We use adjectives before nouns, or after **be/seem/get**:

*Look at that **beautiful** violin!*  
*That violin is **beautiful**.*

## 2 We form most regular adverbs by adding -ly to the adjective:

**slow → slowly    bad → badly**

*The whole team played very **badly**.*  
*She answered all the questions **correctly**.*

If an adjective ends with -y, the adverb ends with -ily:

**happy → happily    easy → easily**

*We solved the problem **easily**.*

If an adjective ends with -ble, the adverb ends in -bly:

**comfortable → comfortably**

## 3 Some adverbs are irregular; they do not end with -ly:

**good → well**

*He's a **good** guitar player. (good = adjective)*

*He **plays** the guitar **well**. (well = adverb)*

**Fast** and **hard** are both adjectives and adverbs:

**fast → fast    hard → hard**

*Maria is a **fast** learner. (fast = adjective)*

*Maria **learns** **fast**. (fast = adverb)*

*James is a **hard** worker. (hard = adjective)*

*James **works** **hard**. (hard = adverb)*

## 4 We form the comparative of regular adverbs with more:

**carefully → more carefully**

*You should do your work **more carefully**.*

The comparative of **well** is **better**:

*She speaks Arabic **better** than me.*

The comparatives of **fast** and **hard** are **faster** and **harder**:

*Could you walk **faster**? We're in a hurry.*

*You will have to work **harder** in future.*

## Practice

### A Put in the adjective or the adverbs in brackets ( ).

- The train was very slow (slow/slowly) and I arrived late.
- The journey took a long time because the train went very \_\_\_\_\_ (slow/slowly).
- Mrs Green went \_\_\_\_\_ (quick/quickly) back to her office.
- I'm afraid I can't give you an \_\_\_\_\_ (immediate/immediately) answer; I need to think about it first.
- The work that the builders did for us was very \_\_\_\_\_ (bad/badly).
- The builders did the work for us very \_\_\_\_\_ (bad/badly).
- She organized the party very \_\_\_\_\_ (good/well), and everybody enjoyed it.
- Everybody said that the party was very \_\_\_\_\_ (good/well).
- She wrote a \_\_\_\_\_ (polite/politely) letter asking the company to give her the money back.
- She wrote to the company and asked them \_\_\_\_\_ (polite/politely) to give her the money back.



**B Complete the sentences. Put in the adverb form of the adjective in brackets ( ).**

- 0 She read the message quickly (quick).
- 1 Read the instructions \_\_\_\_\_ (careful).
- 2 He looked at her \_\_\_\_\_ (angry), but he didn't say anything.
- 3 She passed all her exams \_\_\_\_\_ (easy).
- 4 I ran as \_\_\_\_\_ (fast) as I could.
- 5 He thinks that he did the test \_\_\_\_\_ (bad) and that he'll fail.
- 6 I've been studying very \_\_\_\_\_ (hard) recently.
- 7 She was working \_\_\_\_\_ (busy) when I arrived.
- 8 She sang the song \_\_\_\_\_ (beautiful).
- 9 He was playing \_\_\_\_\_ (happy) when I came into the room.
- 10 He was concentrating \_\_\_\_\_ (hard) on his work.
- 11 Have I filled this form in \_\_\_\_\_ (correct)?
- 12 I wasn't in a hurry, so I walked \_\_\_\_\_ (slow) through the park.
- 13 I closed the door \_\_\_\_\_ (quiet) when I left.

**C Complete the dialogues by putting a suitable adverb into the gaps. Use an adjective from the box to make the adverb.**

slow	fast	hard	good (x2)	<del>easy</del>	bad
------	------	------	-----------	-----------------	-----

- 0 A: Were the questions difficult?  
B: No, I answered them easily.
- 1 A: Does she speak English \_\_\_\_\_ ?  
B: No, she only knows a few words of English.
- 2 A: Hurry up! I'm waiting!  
B: Just a minute. I'm coming as \_\_\_\_\_ as I can.
- 3 A: Did you lose at tennis again?  
B: Yes, I played \_\_\_\_\_ and I lost.
- 4 A: Have you been working \_\_\_\_\_ today?  
B: No, I've done nothing all day!
- 5 A: Have you finished that book yet?  
B: No, I always read very \_\_\_\_\_. It takes me a long time to finish a book.
- 6 A: Is he a bad student?  
B: No, he does all his work very \_\_\_\_\_.

**D Put in the comparative adverb form of the adjective in brackets.**

- 0 You must do your work more carefully (careful) in future.
- 1 He has run the 100 metres \_\_\_\_\_ (fast) than any other athlete in the world this year.
- 2 Everyone else did the test \_\_\_\_\_ (good) than me.
- 3 You can travel \_\_\_\_\_ (cheap) at certain times of the year.
- 4 He plays \_\_\_\_\_ (confident) than he did in the past.
- 5 I'm sorry I've made so many mistakes. I'll try \_\_\_\_\_ (hard) in future.
- 6 You will be able to sit \_\_\_\_\_ (comfortable) in this chair.

# 41 Adverb + adjective (**very hot**); adjective + adjective; noun + noun (**a cardboard box**)

1



It was cold.

It was **very** cold.

We can use an adverb (e.g. **very**) before an adjective (e.g. **cold**) to make the adjective stronger. Some common adverbs we use in this way are:

**very extremely really**

We were **very** tired after the trip.

I felt **extremely** nervous before the exam.

I'm **really** angry with you. (= very angry)

We can also make an adjective weaker with these adverbs:

**fairly quite**

Our car is **fairly** old.

(= It's old, but it isn't very old.)

The meal was **quite** nice.

(= It was nice but not wonderful.)

2 When we use two adjectives together, we order them like this:

- We use 'opinion' adjectives (e.g. **wonderful, nice, pleasant, strange**) before any other adjective (e.g. **new**):

## OPINION

a <b>wonderful,</b>	new product
a <b>lovely,</b>	warm day
a <b>beautiful,</b>	little cottage
a <b>horrible,</b>	green shirt

- We use 'size' adjectives (e.g. **big, tall**) before an adjective that gives other information, for example its age (**new, old**), its colour, its shape (**thin, round**):

## SIZE

a <b>big,</b>	new building
a <b>small,</b>	red mark
a <b>huge,</b>	black cloud
a <b>large,</b>	round stone

3 We can use two nouns together. The first noun is like an adjective and gives information about the second noun:

## NOUN + NOUN

a <b>cardboard</b>	box
a <b>cassette</b>	recorder
a <b>cheque</b>	book
an <b>alarm</b>	clock

## Practice

A Complete these sentences using **really** or **quite**.

- The film was really good. I enjoyed it a lot.
- It's \_\_\_\_\_ cold outside, but not very cold.
- It isn't a wonderful book, but it's \_\_\_\_\_ good.
- The tickets were \_\_\_\_\_ expensive - they cost much more than I expected.
- This programme is \_\_\_\_\_ popular in my country; millions of people watch it.
- He's \_\_\_\_\_ good at his job, but he sometimes makes bad mistakes.
- The meal was \_\_\_\_\_ nice, but it wasn't very good.
- It's \_\_\_\_\_ dangerous to drive so fast in such terrible weather conditions.
- I'm not a very good tennis player, but I am \_\_\_\_\_ good.
- They're all \_\_\_\_\_ intelligent students, and they will all pass their exams easily.
- The company that I work for is \_\_\_\_\_ big, but it's not enormous.

**B Put these words into the correct order.**

0 (a - town - beautiful - little)

a beautiful, little town

1 (a - day - pleasant - sunny)

2 (a - smile - big - nice)

3 (a - large - coffee - black)

4 (a - old - coat - horrible)

5 (a - large - building - white)

6 (a - bird - big - grey)

7 (a - woman - thin - tall)

8 (a - small - car - blue)

9 (a - story - little - strange)

**C Match the words in box A and box B to describe what you can see in each picture.**

**A** table

photograph

road

coat

tennis

door

air

coffee

paper

soup

music

telephone

**B** cup

handle

system

book

court

sign

bowl

hostess

pot

hanger

lamp

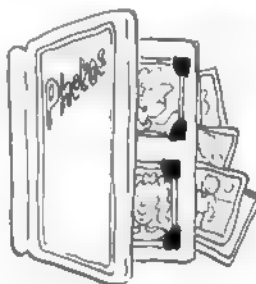
album



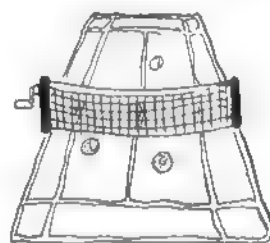
0 a table lamp



1



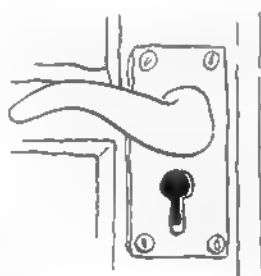
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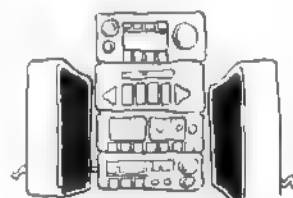
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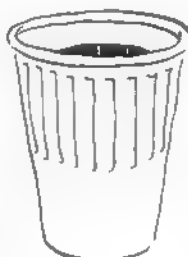
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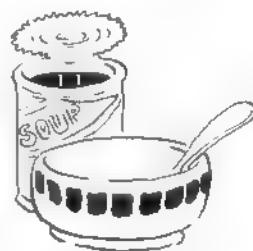
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10



11

# 42 Prepositions of place and movement (in, to etc.)

- 1 We can use prepositions to talk about where things or people are. Look at the picture and the examples:



There is somebody **in** the telephone box.  
 There is a queue of people **outside** the cinema.  
 The people are standing **on** the pavement.  
 There is a clock **above** the cinema entrance.  
 The cinema entrance is **under** the clock.  
 The bank is **next to** the cinema.  
 The phone box is **opposite** the cinema.  
 The bank is **between** the cinema and the café.  
 There is a hill **behind** the town.  
 The car is **in front of** the bank.

- We can also use prepositions to describe movement:



She walked **out of** the house.

I'm flying **to** Italy tomorrow.

I ran **into** the station to catch the train.

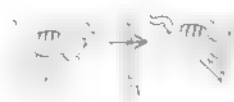


He jumped **over** the wall.

She walked **under** the bridge.



We walked **through** the gate.



The cat ran **across** the road. (= from one side to the other side)



We walked **along** the path.

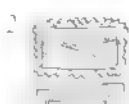
He ran **up** the steps and knocked on the door.  
 We cycled **down** the hill.



He ran **between** two players and scored a goal.

## Practice

- A Look at the pictures and put in the correct prepositions in the sentences.



- 0 The file is on \_\_\_\_\_ the desk.
- 1 She's sitting \_\_\_\_\_ her parents.
- 2 Do you like the picture \_\_\_\_\_ the door?
- 3 He was working \_\_\_\_\_ his office.
- 4 The car was parked \_\_\_\_\_ my house.
- 5 Where's the waste-paper basket? ~ It's \_\_\_\_\_ the desk.
- 6 The woman sitting \_\_\_\_\_ John on the plane was wearing a big hat.
- 7 The safe is \_\_\_\_\_ the picture.
- 8 They live \_\_\_\_\_ a caravan.
- 9 A young man with long hair was sitting \_\_\_\_\_ him.

**B Put in the correct prepositions from the box. Use each preposition once.**

under	to	through	down
between	along	out of	into
across	over	up	

- 0 She was walking along \_\_\_\_\_ the road that goes to the farm.
- 1 She swam \_\_\_\_\_ the pool from one side to the other.
- 2 We ran \_\_\_\_\_ the hill until we reached the bottom.
- 3 I climbed \_\_\_\_\_ the stairs to the top of the building.
- 4 The dog hid \_\_\_\_\_ the table, so that we couldn't see it.
- 5 I jumped \_\_\_\_\_ the sea and swam to the boat.
- 6 The horse jumped \_\_\_\_\_ the last fence and won the race.
- 7 The vase is \_\_\_\_\_ the photograph and the clock.
- 8 The rain came \_\_\_\_\_ the roof and into the house.
- 9 I walked \_\_\_\_\_ the house and went to my car.
- 10 I went \_\_\_\_\_ the shops and bought some food.

**C Put in the correct words from the box. Use each word once.**

behind	outside	in front of	out of	under
over	next to	on	<del>into</del>	through

- 0 He picked up the money and put it into \_\_\_\_\_ his pocket.
- 1 The man sitting \_\_\_\_\_ me was very tall and I couldn't see the game.
- 2 I keep a lot of useless things on the floor \_\_\_\_\_ the bed.
- 3 A fish jumped \_\_\_\_\_ the water and landed on the shore.
- 4 I always like to sit \_\_\_\_\_ the window on aeroplanes, so that I can look at the view.
- 5 Henry kicked the ball and it went \_\_\_\_\_ the window and into the kitchen.
- 6 He was standing \_\_\_\_\_ me, so I didn't see him.
- 7 The book that you're looking for is \_\_\_\_\_ the bottom shelf.
- 8 The ball went \_\_\_\_\_ my head, and I couldn't catch it.
- 9 The manager told me to wait \_\_\_\_\_ her office because she was talking to someone.

# 43 Prepositions: in, with, by, without (by doing)

- 1 We can use **in** to describe what somebody is wearing:

*Jane is the woman **in** the red dress.*  
*I went to the interview **in** my new suit.*  
*It was a sunny day, and everyone was **in** summer clothes.*  
*Are you allowed to go to work **in** jeans?*  
*We saw some soldiers **in** uniform.*

- 2 We can use **with** to describe a part of somebody's body:

*A small boy **with** red hair came into the shop.*  
*Our teacher is a tall man **with** a beard.*  
*Lisa is a pretty girl **with** blue eyes.*  
*Jack was talking to a man **with** a big nose.*

We can also use **with** to describe animals:

*A rabbit is an animal **with** big ears and a small tail.*

- 3 We can use **with** to talk about a part of something:

*They live in a white house **with** a flat roof.*  
*I bought a shirt **with** red stripes.*  
*I used the pot **with** the wooden handle.*  
*He has a hi-fi **with** very big speakers.*

- 4 We can use **with** before something, for example a tool, that we use in order to do something:

*You clean your teeth **with** a toothbrush.*  
*You open a tin **with** a tin opener.*  
*I cleaned the table **with** a cloth*  
*Please eat **with** your knife and fork.*

- 5 We use **by** + -ing (e.g. **by doing**) to describe how we do or did something:

*She learnt French **by listening** to tapes.*  
*You start a car **by turning** the key.*  
*She became successful in business **by working** very hard.*  
*The prisoners escaped **by climbing** over a wall*

We use **without** + -ing (e.g. **without doing**) to say that a particular action is not done or was not done:

*She passed the exam **without doing** a lot of work.*  
*They left **without waiting** for me.*  
*He did the work **without making** any mistakes.*

## Practice

- A Put in the correct prepositions. Use **in** or **with**.

- 0 A young man with a moustache was driving the car.
- 1 He showed me a photograph of a woman \_\_\_\_\_ blue eyes.
- 2 We live in a house \_\_\_\_\_ a green door.
- 3 A lot of businessmen \_\_\_\_\_ suits were on the train.
- 4 There was a plant \_\_\_\_\_ big, green leaves in the corner of the room.
- 5 John was walking down the street with a woman \_\_\_\_\_ a black coat.
- 6 Look at that bull \_\_\_\_\_ those enormous horns!
- 7 One of the children was a girl \_\_\_\_\_ long, dark hair.
- 8 A man \_\_\_\_\_ a hat came into the café.
- 9 Soldiers \_\_\_\_\_ uniform were standing at the entrance to the building.
- 10 She wanted to buy a computer \_\_\_\_\_ a screen, a keyboard and a mouse.
- 11 We booked a hotel room \_\_\_\_\_ a bathroom.
- 12 It was cold, so I went out \_\_\_\_\_ a coat and scarf.
- 13 We've bought a television \_\_\_\_\_ a big screen.
- 14 He arrived for the meeting \_\_\_\_\_ a grey jacket.

**B** Complete the sentences to describe which of the things in the box the people in the pictures are using.

a spoon	a cloth	a brush
a broom	a racquet	a spade



- 0 She's painting with a brush.
- 1 He's digging \_\_\_\_\_
- 2 She's eating \_\_\_\_\_
- 3 You play tennis \_\_\_\_\_ and a ball.
- 4 He's sweeping the floor \_\_\_\_\_
- 5 She's cleaning the cooker \_\_\_\_\_

**C** Rewrite each of the following using *by* or *without*.

- 0 She sat in the corner. She didn't say anything.  
She sat in the corner without saying anything.
- 0 He opened the door. He turned the key.  
He opened the door by turning the key.
- 1 He repaired the car. He changed some of the parts.  
\_\_\_\_\_
- 2 She answered the question but she didn't read it carefully.  
\_\_\_\_\_
- 3 He left. He didn't say thank you.  
\_\_\_\_\_
- 4 She got the money because she sold her car.  
\_\_\_\_\_
- 5 I threw the letter away. I didn't open it.  
\_\_\_\_\_
- 6 We worked all day and we didn't eat anything.  
\_\_\_\_\_
- 7 He lost weight. He went on a strict diet.  
\_\_\_\_\_
- 8 I went out, but I didn't lock the door.  
\_\_\_\_\_

## 44 Relative clauses with **who**, **which** or **that**

### 1 Look at this example:

*John married a woman.*

*John married a woman **who works in his office**.*

We can use **who** or **that** after a person (e.g. **woman**) to say who we are talking about.

We call **who works in his office** a relative clause.

Here are some more examples:

*Have you met Jackie? She's the girl **that sits next to Mike in class**.* (Which girl? – The girl that sits next to Mike.)

*I'm very friendly with the people **who live downstairs**.* (Which people? – The people who live downstairs.)

### 2 If we are talking about a thing or an animal, we use **which** or **that**:

*He took the job **which paid the highest salary**.* (Which job? – The job which paid the highest salary.)

*A kangaroo is an animal **that lives in Australia**.*

### 3 Notice that we do not say:

... *the people **who they** live downstairs* .  
... *an animal **that it** lives in Australia* .

### 4 Look at this:

SUBJECT

*Jane is the woman **who** came for dinner.*  
*She came for dinner.*

Here, **who** is the subject of the verb (**came**).

Now look at this:

OBJECT

*Jackie is the girl **who** you met last week.*  
*You met her.*

Here, **who** is the object of the verb (**met**). We can also use **whom** instead of **who** as the object, but this is very unusual now in English:

*She is the girl **whom** you met.*

When **who**, **which** or **that** are the object, we can leave them out:

*Jackie is the girl you met last week.*

We do not use a pronoun (e.g. **her**, **them**) in addition to **who**, **which** or **that**:

*She is the girl **who** you met **her** last week.*

## Practice

### A Join these sentences using **who** or **which**.

0 We chose the hotel. It seemed to be the nicest.

*We chose the hotel **which** seemed to be the nicest.*

1 She spoke to the man. He was standing next to her.

2 I read the letters. They came in the morning post.

3 He likes the other people. They work in his office.

4 She's that singer. She was on television last night.

5 Next week there is a festival. It happens in the village every summer.

6 I paid the bills. They came yesterday.



**B Complete the conversation by putting *who* or *which* into the gaps.**

Carol: Did you watch that programme last night?

David: Which one?

Carol: The programme <sup>0</sup> *which* \_\_\_\_\_ I mentioned a couple of days ago. It's a new series  
<sup>1</sup> \_\_\_\_\_ started last night.

David: No, I didn't see it. Was it good?

Carol: Yes. It was about a group of friends <sup>2</sup> \_\_\_\_\_ were at school together. Well,  
Rupert ...

David: Who was Rupert?

Carol: He was an old student of the school <sup>3</sup> \_\_\_\_\_ had become a doctor. He went  
to a party <sup>4</sup> \_\_\_\_\_ his old teachers organized. He met a lot of people  
<sup>5</sup> \_\_\_\_\_ had been at school with him many years before. They talked about  
the things <sup>6</sup> \_\_\_\_\_ they did when they were at school. Then suddenly,  
Rupert saw an old girl-friend <sup>7</sup> \_\_\_\_\_ was dancing with John ...

David: Don't tell me any more. It's getting too complicated!

**C Join these sentences using *who*, *which* or *that*, as in the example.**

0 She chose the books. She wanted to buy them.

She chose the books that she wanted to buy.

1 We ate the sandwiches. Jack made them.

2 I'm doing some work. I have to finish it today.

3 She's an old woman. I often see her when I go to the shops.

4 He's an actor. A lot of people like him.

5 It's a magazine. I read it sometimes.

6 She was wearing a red dress. She wears for parties.

**D Now join these sentences using *who* or *which*, as in the example.**

0 The person phoned. He didn't leave a message.

The person who phoned didn't leave a message.

1 The bus goes to the airport. It leaves every 20 minutes.

2 The picture was hanging near the door. It was horrible.

3 The instructor taught me how to drive. He was very patient.

4 The girl was sitting next to me. She started talking to me.

# Form tables

**Table A** Plural nouns

	SINGULAR	PLURAL
<b>+ -s</b> With most nouns we add <b>-s</b> to make them plural:	train suitcase radio	trains suitcases radios
<b>+ -es</b> With nouns that end with <b>-s, -ss, -sh, -ch, -x</b> , we add <b>-es</b> :	bus match box	buses matches boxes
<b>-f/-fe → -ves</b> We change <b>-f/-fe</b> to <b>-ves</b> in the plural:	loaf life	loaves lives
<b>y → -ies</b> With nouns that end with a consonant* + <b>-y</b> , we change the <b>-y</b> to <b>-ies</b> :	secretary city country	secretaries cities countries
<b>Irregular nouns</b>	man child foot	men children feet

**Table B** Present Simple

	I/you/we/they	He/she/it
<b>+ -s</b> After <b>he/she/it</b> , we add <b>-s</b> to most Present Simple verbs:	work leave use	works leaves uses
<b>+ -es</b> We add <b>-es</b> to verbs that end with <b>-ss, -sh, -ch, -o</b> (e.g. <i>finish, go</i> ):	pass wash teach go do	passes washes teaches goes does
<b>y → -ies</b> We change <b>-y</b> to <b>-ies</b> with verbs that end with a consonant* + <b>-y</b> :	cry try fly	cries tries flies

\* Consonants: b c d f g h j k l m n p q r s t v w x y z

Vowels: a e i o u

Syllables: |hit| – 1 syllable; |vi| |sit| – 2 syllables; |re| |mem| |ber| – 3 syllables

**Table C** -ing forms

	INFINITIVE	-ing FORM
<b>+ -ing</b> With most verbs we add <b>-ing</b> :	walk read	walking reading
<b>e + -ing</b> With verbs that end with a consonant* + <b>-e</b> , we delete the <b>-e</b> and add <b>-ing</b> :	leave take make write	leaving taking making writing
<b>ie → -ying</b> With verbs that end with <b>-ie</b> , we change <b>-ie</b> to <b>-ying</b> :	lie die	lying dying
<b>-t → -tting</b> With verbs that end with one vowel* + one consonant (e.g. <i>sit</i> , <i>hit</i> , <i>shop</i> ), we double the consonant:	get <del>run</del> shop	getting running shopping
<b>+ -ing</b> But note that we do not double the consonant, (1) when it is a <b>y</b> or <b>w</b> (e.g. <i>play</i> ), (2) when the last syllable* is not stressed (e.g. <i>reMEMber</i> , <i>VISit</i> ):	play snow remember visit listen	playing snowing remembering visiting listening

**Table D** Regular verbs: Past Simple and past participle

	INFINITIVE	PAST SIMPLE	PAST PARTICIPLE
<b>+ -ed</b> With most verbs we add <b>-ed</b> :	enjoy finish	enjoyed finished	enjoyed finished
<b>+ -d</b> With verbs ending with <b>-e</b> , we add <b>-d</b> :	close phone	closed phoned	closed phoned
<b>y → -ied</b> With verbs that end with a consonant* + <b>-y</b> , we change the <b>y</b> to <b>-ied</b> :	carry marry	carried married	carried married
<b>p → -pped</b> With verbs that end with one vowel* + one consonant (e.g. <i>stop</i> ), we double the consonant:	stop plan	stopped planned	stopped planned
<b>+ -ed</b> But note that we do not double the consonant, (1) when it is a <b>y</b> or <b>w</b> (e.g. <i>stay</i> ), (2) when the last syllable* is not stressed (e.g. <i>LISten</i> , <i>HAppen</i> , <i>Open</i> ):	stay listen happen open visit	stayed listened happened opened visited	stayed listened happened opened visited

\* Consonants: b c d f g h j k l m n p q r s t v w x y z

Vowels: a e i o u

Syllables: | *hit* | = 1 syllable; | *vi* | *sit* | = 2 syllables; | *re* | *mem* | *ber* | = 3 syllables

**Table E** Irregular verbs: Past Simple and past participle

INFINITIVE	PAST SIMPLE	PAST PARTICIPLE	INFINITIVE	PAST SIMPLE	PAST PARTICIPLE
be	was/were	been	lend	lent	lent
become	became	become	let	let	let
begin	began	begun	lose	lost	lost
break	broke	broken	make	made	made
bring	brought	brought	meet	met	met
build	built	built	pay	paid	paid
buy	bought	bought	put	put	put
catch	caught	caught	read	read	read
choose	chose	chosen	ring	rang	rung
come	came	come	run	ran	run
cost	cost	cost	say	said	said
cut	cut	cut	see	saw	seen
do	did	done	sell	sold	sold
drink	drank	drunk	send	sent	sent
drive	drove	driven	show	showed	shown/showed
eat	ate	eaten	shut	shut	shut
fall	fell	fallen	sing	sang	sung
feel	felt	felt	sit	sat	sat
find	found	found	sleep	slept	slept
fly	flew	flown	speak	spoke	spoken
forget	forgot	forgotten	spell	spelt/spelled	spelt/spelled
get	got	got	spend	spent	spent
give	gave	given	stand	stood	stood
go	went	gone	steal	stole	stolen
grow	grew	grown	swim	swam	swum
have	had	had	take	took	taken
hear	heard	heard	teach	taught	taught
hide	hid	hidden	tell	told	told
hit	hit	hit	think	thought	thought
hold	held	held	throw	threw	thrown
hurt	hurt	hurt	understand	understood	understood
keep	kept	kept	wake	woke	woken
know	knew	known	wear	wore	worn
learn	learnt/learned	learnt/learned	win	won	won
leave	left	left	write	wrote	written

**Table F** Comparative and superlative adjectives

	ADJECTIVE	COMPARATIVE	SUPERLATIVE
<b>+ -er/-est</b> We add <b>-er</b> / <b>-est</b> to short adjectives (one-syllable* adjectives):	warm tall young	warm <b>er</b> tall <b>er</b> younger	the warm <b>est</b> the tall <b>est</b> the young <b>est</b>
<b>+ -r/-st</b> We add <b>-r/-st</b> to adjectives that end with <b>-e</b> :	late	later	the latest
<b>-g → -gger</b> With short adjectives that end with one vowel* and one consonant* (e.g. <i>big</i> ), we double the consonant:	big hot wet	bigger hotter wetter	the biggest the hottest the wettest
<b>-w + -er / -est</b> We don't double w:	low	lower	the lowest
<b>more/most</b> We use <b>more</b> / <b>the most</b> before adjectives of two or more syllables*:	expensive famous beautiful	<b>more</b> expensive <b>more</b> famous <b>more</b> beautiful	the <b>most</b> expensive the <b>most</b> famous the <b>most</b> beautiful
<b>y → -ier/-iest</b> But note that with adjectives ending with <b>-y</b> (e.g. <i>happy</i> ), we change <b>-y</b> to <b>-ier / -iest</b> :	happy lucky easy	happier luckier easier	the happiest the luckiest the easiest
Irregular adjectives:	good bad far	better worse farther	the best the worst the farthest

**Table G** Adverbs

	ADJECTIVE	ADVERB
<b>+ -ly</b> With most adverbs, we add <b>-ly</b> to the adjective:	quick correct slow	quickly correctly slowly
Exceptions: Adjectives that end with <b>-y</b> (y → <b>-ily</b> ):	happy lucky	happily luckily
Adjectives that end with <b>-ble</b> (-e + y):	remarkable	remarkably
Irregular adverbs	good fast hard late	well fast hard late

\* Consonants: b c d f g h j k l m n p q r s t v w x y z

Vowels: a e i o u

Syllables: | h i t | = 1 syllable; | v i | s i t | = 2 syllables; | r e | m e m | b e r | = 3 syllables

# Exit tests

You can do these tests when you have finished studying the units in this book, to see if there are units that you should look at again. In the tests, each question relates to the unit with the same number, e.g. question 1 tests something from unit 1, question 2 tests something from unit 2, etc.

## Exit test 1

Choose the right answer (a, b, or c) and write a, b, or c in the box, as in the example. The correct answers are on page 117.

- 0 Where **a** do **b** does **c** is John live? [ b ]
- 1 Ann **a** finishes **b** finish **c** finishes work at 6 o'clock. [ ]
- 2 I **a** am makeing **b** making **c** 'm making an omelette. [ ]
- 3 Diana **a** is doing **b** does **c** do a French course at the moment. [ ]
- 4 We **a** staied **b** stayyed **c** stayed in a nice hotel last weekend. [ ]
- 5 He **a** was cook **b** did cooking **c** was cooking a meal when I arrived. [ ]
- 6 I **a** know **b** 've known **c** am knowing Julia for many years. [ ]
- 7 A parcel **a** just has arrived **b** has arrived yet **c** has just arrived for you. [ ]
- 8 We **a** 've arrived **b** arrived **c** have arrive at the hotel late last night. [ ]
- 9 I **a** live **b** 've been living **c** 'm living here for ten years. [ ]
- 10 I knew her name because I **a** had meet **b** was met **c** had met her before. [ ]
- 11 I **a** 'll take **b** going to take **c** 'll to take you to the airport. [ ]
- 12 Joan **a** is starting **b** start **c** is start her new job next week. [ ]
- 13 If you **a** 'll leave **b** leave **c** are leaving soon, you'll catch the 11 o'clock bus. [ ]
- 14 I **a** ask **b** 'll ask **c** am asking him to phone you, when he gets home. [ ]
- 15 I like this kind of music. ~ **a** So do I. **b** I like, too. **c** So am I. [ ]
- 16 Alison never **a** listens **b** listens to **c** listens at the radio. [ ]
- 17 I often **a** do **b** get **c** make mistakes when I'm typing. [ ]
- 18 We **a** arrived here yesterday. **b** here arrived yesterday. **c** yesterday arrived here. [ ]
- 19 Who **a** went **b** did go **c** did they go to the party last night? [ ]
- 20 How **a** far **b** long **c** much is it from here to your office? ~ About 2 kilometres. [ ]
- 21 You come from Scotland, **a** don't you? **b** isn't it? **c** are you? [ ]
- 22 Excuse me. I **a** must make **b** must I make **c** must to make a phone call. [ ]
- 23 She **a** has work **b** have to work **c** has to work very hard in her job. [ ]

- 24 You **a shouldn't eat** **b shouldn't to eat** **c don't should eat** so quickly.
- 25 I **a couldn't to hear** **b didn't could hear** **c couldn't hear** what the man said.
- 26 This article **a wrote** **b was written** **c written** by a famous journalist.
- 27 Margaret enjoys **a learning** **b to learn** **c learn** languages.
- 28 Alan wants **a work** **b working** **c to work** abroad in the future.
- 29 He said that he **a post** **b would post** **c will post** the letter yesterday.
- 30 Louise works in **a the** **b —** **c a** shop in New York, but I don't know its name.
- 31 Mary put a bandage on Tom's finger, because he cut **a herself** **b him** **c himself** when he was preparing the meal.
- 32 The man **a offered me** **b to me offered** **c me offered** a cigarette.
- 33 I don't know **a nothing** **b something** **c anything** about the history of Britain.
- 34 I was at home **a all day** **b all the day** **c all of day** yesterday.
- 35 I've met **a both of** **b both the** **c either of** her parents and I like them.
- 36 Frank is **a taller as** **b taller than** **c more tall than** me.
- 37 My job is **a as difficult as** **b difficult as** **c as difficult that** your job.
- 38 I didn't go into the museum because it was **a too expensive.** **b too much expensive.** **c expensive enough.**
- 39 John **a doesn't interest** **b isn't interested** **c isn't interesting** in art.
- 40 She read the letter **a careful.** **b carefully.** **c carefully.**
- 41 I asked for a **a small, white coffee.** **b coffee small, white.** **c white, small coffee.**
- 42 He walked **a across** **b through** **c along** the road to the other side of the street.
- 43 She was wearing a T-shirt **a in** **b by** **c with** a red and blue pattern.
- 44 I stayed with a friend **a who she lives** **b who lives** **c which lives** in the city.

Total:

44

## Exit test 2

Choose the right answer (a, b, c) and write a, b, or c in the box, as in the example. The correct answers are on page 117.

- 0 Who **a** is **b** do **c** did Jane meet? [ c ]
- 1 Jane **a** don't like **b** doesn't likes **c** doesn't like burgers. [ ]
- 2 Carol **a** is writeing **b** is writting **c** is writing a postcard. [ ]
- 3 Lessons **a** are starting **b** start **c** are start at 9 o'clock every morning. [ ]
- 4 The letter **a** came not **b** didn't came **c** didn't come yesterday. [ ]
- 5 Her parents **a** weren't waiting **b** didn't wait **c** wasn't waiting for her when she arrived at the airport. [ ]
- 6 I **a** have visitted **b** 've visit **c** 've visited Africa several times. [ ]
- 7 The post **a** hasn't arrived yet. **b** already hasn't arrived. **c** yet hasn't arrived. [ ]
- 8 He's a good friend of mine. I **a** have known **b** knew **c** know him for ten years. [ ]
- 9 Lisa has been learning English **a** for **b** since **c** from two years. [ ]
- 10 When I arrived at the station, the train **a** had left. **b** has left. **c** was left. [ ]
- 11 Which film **a** do you go to see **b** you will see **c** are you going to see tonight? [ ]
- 12 When **a** you moving **b** are you moving **c** move you to your new home? [ ]
- 13 You **a** don't have **b** aren't having **c** won't have any money left if you buy that suit. [ ]
- 14 When Mary **a** will get **b** gets **c** is getting here, we'll go out. [ ]
- 15 Michael doesn't speak French and **a** his brother neither. **b** neither does his brother. **c** neither his brother. [ ]
- 16 We **a** reached to **b** reached at **c** reached home at 3 a.m. [ ]
- 17 Tina **a** had **b** got **c** made very angry with me. [ ]
- 18 When **a** did you visit China? **b** did you China visit? **c** you did visit China? [ ]
- 19 What **a** you saw **b** saw you **c** did you see in Madrid? [ ]
- 20 Susan **a** has 19 years. **b** is 19. **c** has 19. [ ]
- 21 I've met you before, **a** didn't I? **b** did I? **c** haven't I? [ ]
- 22 I **a** mustn't spend **b** don't must spend **c** must not to spend any more money today. [ ]
- 23 I **a** haven't to get up **b** don't have to get up **c** have not get up early tomorrow, because I'm on holiday. [ ]



- 24 Which bus **a** I should catch? **b** should I to catch? **c** should I catch?
- 25 I **a** might not go **b** don't might go **c** mightn't to go to the meeting tomorrow.
- 26 The robber **a** was seen **b** had seen **c** saw by a policeman.
- 27 I **a** like to go **b** would like to go **c** like going to the cinema tonight.
- 28 John didn't have a pen, so I let **a** him to borrow **b** him borrow  
**c** that he borrowed mine.
- 29 Susan **a** told **b** said me **c** told me that she had enjoyed her holiday.
- 30 Stuart is a vegetarian. He doesn't eat **a** — **b** the **c** a meat.
- 31 We enjoyed **a** ourselves **b** us **c** ourself a lot on our holiday.
- 32 A friend **a** to me lent **b** me lent **c** lent me some money.
- 33 I'm hungry because I haven't eaten **a** anything **b** nothing **c** something all day.
- 34 **a** None of **b** None of the **c** None shops were open, so we couldn't buy any food.
- 35 She asked Mark and Trudy, but they couldn't help her because **a** either of **b** neither of  
**c** both them knew the answer.
- 36 He is **a** best **b** the best **c** the better player in the team.
- 37 I haven't visited **a** as many countries than **b** as much countries as  
**c** as many countries as you have.
- 38 We couldn't go into the museum because we didn't have **a** money enough.  
**b** too many money. **c** enough money.
- 39 There is nothing to do in this town. I'm **a** bored. **b** bore. **c** boring.
- 40 Linda speaks Spanish **a** better as **b** better than **c** best than I do.
- 41 I work in a **a** modern, tall building. **b** tall, modern building.  
**c** building tall modern.
- 42 They climbed **a** over **b** in **c** between the wall and landed on the other side.
- 43 We drove 300 kilometres without **a** stop. **b** stopping. **c** to stop.
- 44 This is the book **a** that we used **b** which did we use **c** which we used it on the  
course.

Total:

# Answer key to practice exercises

## Unit 1

- A**
- 1 rains
  - 2 don't drive
  - 3 has
  - 4 doesn't earn
  - 5 doesn't happen
  - 6 flies
  - 7 leave
  - 8 don't do
  - 9 reads
  - 10 don't listen
  - 11 arrives
  - 12 go
- B**
- 1 Does Carol work
  - 2 do you play
  - 3 Do you take
  - 4 do the shops close?
  - 5 Do you go
  - 6 Do you drink
  - 7 does he drive?
  - 8 do the lessons finish?
- C**
- 1 takes
  - 2 have
  - 3 eat
  - 4 teaches
  - 5 Do you come
  - 6 does the post arrive
  - 7 don't play
  - 8 Does she go
  - 9 do you park

## Unit 2

- A**
- 1 They're carrying
  - 2 She's taking
  - 3 They're sitting
  - 4 They're running
  - 5 He's writing
- B**
- 1 is/'s he doing
  - 2 Are you listening
  - 3 are you going
  - 4 is/'s he cooking
  - 5 is/'s she staying
  - 6 Are you waiting
  - 7 Is it raining
  - 8 are you reading

- C**
- 1 They're playing
  - 2 Is the weather getting
  - 3 Are you leaving
  - 4 He's/He is making
  - 5 It isn't/It's not/It is not working
  - 6 Are you watching
  - 7 He's/He is posting
  - 8 Is Paul doing

## Unit 3

- A**
- 1 works ... 's/is doing
  - 2 washes
  - 3 tries ... plays
  - 4 're/are sitting
  - 5 Do you listen
  - 6 'm/am writing
  - 7 do they drive
  - 8 doesn't get
  - 9 rains ... isn't/'s not raining
  - 10 'm/am baking ... are you smiling ... Am I doing?
- B**
- 1 I don't know. I'm waiting for the 6.15 to Brussels. And you?
  - 2 Yes, me too. Do you live in Brussels?
  - 3 No. I come from Brussels, but I'm studying at university in Paris at the moment.
  - 4 Oh yes? What course are you taking?
  - 5 I'm doing a two-year course in Business Management.
  - 6 So why are you going to Brussels?
  - 7 All my friends live there and I often go there at weekends.
  - 8 I don't know many people in Paris. What about you? Do you often go to Brussels?
  - 9 Yes, on business. I'm going to a meeting there today.
  - 10 Oh yes. What kind of job do you do?
  - 11 I work in the Marketing Department of a small company, and I often travel to different towns and cities for meetings.
  - 12 What does your company sell?
  - 13 It makes clocks.
  - 14 Oh look! The train is coming.

## Unit 4

- A**
- 1 took
  - 2 walked ... played
  - 3 Was your meal ... wasn't ... didn't like
  - 4 said ... didn't hear
  - 5 rang ... opened
  - 6 wrote ... posted
  - 7 Did you understand ... tried ... spoke
  - 8 didn't go ... was
  - 9 Did you buy ... bought
  - 10 Did you enjoy ... didn't rain ... was
- B**
- 1 When did you finish your exams?
  - 2 I waited for an hour, but he didn't phone.
  - 3 Did you watch the news on TV last night?
  - 4 Mark stopped smoking last month, and he started playing tennis again last week.
  - 5 He asked me a question, but I didn't know the answer.
  - 6 I lived there for a few years, but I didn't like the place.
  - 7 She came to my house yesterday, but she didn't stay.
  - 8 What did you say? I didn't hear you.
  - 9 What did you do yesterday? Did you go to school?
- C**
- 1 took
  - 2 Was it
  - 3 bought
  - 4 was
  - 5 Did you go
  - 6 came
  - 7 did you visit
  - 8 went
  - 9 had
  - 10 loved
  - 11 did you like
  - 12 was
  - 13 took
  - 14 did you arrive

## Unit 5

- A**
- 1 wasn't listening
  - 2 was talking
  - 3 were waiting
  - 4 was living
  - 5 was coming
  - 6 were winning
  - 7 were sitting
  - 8 were you staying
  - 9 wasn't driving
  - 10 wasn't raining
  - 11 were you doing

- B**
- 1 was eating
  - 2 were playing
  - 3 was watching
  - 4 was sitting
  - 5 was writing
  - 6 was brushing
  - 7 was listening
  - 8 was painting
- C**
- 1 was living
  - 2 was studying
  - 3 was doing
  - 4 left ... was working
  - 5 met ... was working
  - 6 was working ... met
  - 7 was running
  - 8 was running ... married

## Unit 6

- A**
- 1 has/'s lived.
  - 2 has/'s visited
  - 3 has/'s been
  - 4 has/'s written
  - 5 has/'s climbed
- B**
- 1 haven't/have not read
  - 2 've/have lost
  - 3 's/has bought
  - 4 've/have booked
  - 5 've/have made
  - 6 hasn't/has not happened
  - 7 Have you replied
- C**
- 1 Yes, in fact I have worked abroad.
  - 2 I've worked in Ireland and Brazil.
  - 3 What about you? Have you ever had a job abroad?
  - 4 No, I've never wanted to leave my home town.
  - 5 I've lived here for twenty years, and I've never thought of working abroad.
  - 6 Really? Well, I've applied for another job abroad.
- D**
- 1 I've/I have known her for more than ten years.
  - 2 I haven't eaten anything since lunchtime.
  - 3 Have you lived in this town for a long time?
  - 4 Jill has been a good friend since we were at school together.
  - 5 Have you seen Jack since the party last week?

---

## Unit 7

- A**
- 1 I've/I have just come
  - 2 I've/I have just sold
  - 3 She's/She has just finished
  - 4 I've/I have just had
  - 5 they've/they have just moved
  - 6 I've/I have just bought
  - 7 I've/I have just had
- B**
- 1 Have you decided which one to buy yet?
  - 2 I've/I have already explained this to you three times.
  - 3 Their baby son has already started talking.
  - 4 Have you phoned Jane yet?
  - 5 The game hasn't finished yet.
  - 6 I've/I have already had lunch.
  - 7 He's/He has already spent all his money.
- C**
- 1 Have you visited the Art Gallery yet?
  - 2 I haven't done that yet
  - 3 Have you seen a play yet?
  - 4 I've just booked a ticket
  - 5 I've already seen that play.
  - 6 I've just read
  - 7 They've just made
  - 8 they haven't sold all the tickets yet.

---

## Unit 8

- A**
- 1 I went
  - 2 Did you like
  - 3 I enjoyed
  - 4 did you do
  - 5 I visited
  - 6 Have you been
  - 7 I've booked
- B**
- 1 haven't seen
  - 2 went
  - 3 Did you enjoy
  - 4 was
  - 5 have never heard
  - 6 have been
  - 7 did you do
  - 8 stayed
  - 9 needed
  - 10 Have you ever won
  - 11 won
  - 12 Did you meet
  - 13 have been

- C**
- 1 started
  - 2 built
  - 3 went
  - 4 pulled
  - 5 have opened
  - 6 opened
  - 7 went
  - 8 opened
  - 9 began
  - 10 have built

---

## Unit 9

- A**
- 1 It's/It has been raining since 3 o'clock.
  - 2 He's/He has been playing chess since he was 10.
  - 3 I've/I have been working since 8 o'clock.
  - 4 Helen's/Helen has been looking for another job for two months.
  - 5 We've/We have been waiting (here) for two hours.
- B**
- |         |         |
|---------|---------|
| 1 for   | 5 since |
| 2 for   | 6 since |
| 3 since | 7 for   |
| 4 for   | 8 for   |
- C**
- 1 've/have been staying
  - 2 've/have been waiting
  - 3 's/has been talking
  - 4 've/have been having
  - 5 have you been looking
  - 6 've/have been applying
- D**
- 1 's/has been raining
  - 2 've/have been playing
  - 3 's/has been studying
  - 4 've/have been reading
  - 5 've/have been watching
  - 6 have been making
  - 7 've/have been saving

---

## Unit 10

- A**
- 1 hadn't/had not booked
  - 2 had spent
  - 3 had got up
  - 4 hadn't/had not done
  - 5 had won
  - 6 had forgotten
  - 7 had left
  - 8 hadn't/had not heard
  - 9 had disappeared
  - 10 hadn't/had not brought
  - 11 hadn't/had not rained

- B** 1 he had cleaned the flat.  
 2 he hadn't/he had not bought anything to drink.  
 3 he had had a shower.  
 4 he had changed his clothes.  
 5 he had started preparing the meal.  
 6 he hadn't/he had not finished preparing the meal.
- C** 1 When I had done the course, I was able to speak the language well.  
 2 When he had done all his work, he went home.  
 3 When everyone had left, I went to bed.  
 4 When she had had a glass of water, she felt better.  
 5 When he had done the washing-up, he listened to some music.  
 6 When Steve had saved enough money, he bought a new motorbike.  
 7 ... I had discussed the problem with a friend.  
 8 ... gave my opinion ... had finished speaking.  
 9 ... tidied the house ... the guests had left.

## Unit 11

- A** 1 's/is going to land  
 2 's/is going to take  
 3 's/is going to jump  
 4 's/is going to knock  
 5 's/is going to catch
- B** 1 I'll give you a lift.  
 2 I'll phone you tonight, I promise.  
 3 I'll buy the tickets for both of us, and I'll meet you at the concert hall.  
 4 I'll lend you my umbrella.
- C** 1 are going to have  
 2 'm/am going to play  
 3 're/are going to move  
 4 's/is going to look  
 5 's/is going to rain
- D** 1 I'm/I am going to watch  
 2 are you going to eat ... I'll cook  
 3 I'm/I am going to buy ... are you going to get ... I'm/I am going to look ... I'll come  
 4 I'm/I am going to leave ... I'll see  
 5 I'm/I am going to phone  
 6 I'm/I am going to travel

## Unit 12

- A** 1 We're flying  
 2 We're staying  
 3 We're visiting  
 4 We're taking  
 5 We're having  
 6 We're seeing  
 7 We're leaving
- B** 1 She's going  
 2 She's playing  
 3 She's going  
 4 She's having  
 5 She's meeting  
 6 She's seeing  
 7 are going/coming  
 8 She isn't's not/is not doing
- C** 1 I'm going  
 2 are you catching  
 3 I'm meeting  
 4 are you meeting  
 5 we're meeting  
 6 we're going  
 7 I'm having  
 8 are you doing  
 9 I'm helping  
 10 are you coming  
 11 I'm catching

## Unit 13

- A** 1 If you're a vegetarian, you don't eat meat.  
 2 If you live in a hot country, you don't like cold weather.  
 3 If you're a teacher, you have to work very hard.  
 4 If you do a lot of exercise, you stay fit and healthy.  
 5 If you're a mechanic, you understand engines.  
 6 If you read newspapers, you know what's happening in the world.
- B** 1 the weather is ... we'll drive  
 2 she posts ... they'll receive  
 3 The boss will be ... John arrives  
 4 I'll go ... I have  
 5 she doesn't pass ... she won't get  
 6 You'll learn ... you take  
 7 I get ... I'll go  
 8 I'll buy ... it doesn't cost  
 9 you run ... you'll catch  
 10 I'll go ... I don't feel  
 11 they win ... they'll be

- C 1 I'll buy ... I go  
2 doesn't phone ... I'll phone  
3 you want ... I'll give  
4 he'll fail ... he doesn't work  
5 you fill in ... I'll send

### Unit 14

- A 1 until  
2 when  
3 When  
4 after/when  
5 until  
6 until  
7 when  
8 As soon as/When  
9 until  
10 When  
11 before  
12 as soon as  
13 before
- B 1 'll wait ... arrive  
2 'll see ... go  
3 'll phone ... know  
4 'll do ... have  
5 'll enjoy ... get  
6 'll tell ... see  
7 'll wait ... comes  
8 'll book ... go  
9 'll do ... get  
10 Will you see ... 're/are ... 'll phone ... arrive
- C 1 'll pay  
2 'll ask  
3 has landed/lands  
4 've/have checked  
5 'll read  
6 've/have read  
7 'll feel  
8 've/have finished  
9 'll be  
10 've/have had

### Unit 15

- A 1 Neither  
2 Neither  
3 So  
4 Neither  
5 too  
6 So  
7 so  
8 neither  
9 too  
10 either  
11 so  
12 neither
- B 1 So are we.  
2 Neither does mine.  
3 Neither have I  
4 So was mine.  
5 So has Frank.  
6 Neither did George.  
7 Neither can I  
8 Neither am I.  
9 So did John.  
10 So have I.  
11 So are we.  
12 So is mine.
- C 1 neither does  
2 doesn't either  
3 so does  
4 does too  
5 neither can  
6 can't either  
7 can too  
8 neither can  
9 so has  
10 so does  
11 does too  
12 so does  
13 neither does

---

### Unit 16

- A 1 for  
2 to  
3 for  
4 —  
5 —  
6 —  
7 —  
8 on  
9 —  
10 with  
11 for  
12 to

- B 1 for  
2 —  
3 about  
4 —  
5 for  
6 with  
7 on

- C 1 to  
2 talking about  
3 applied for  
4 are you waiting for  
5 are you looking for  
6 did she ask for

- |        |       |
|--------|-------|
| D 1 at | 5 for |
| 2 —    | 6 at  |
| 3 for  | 7 —   |
| 4 to   | 8 —   |

---

### Unit 17

- A 1 gets  
2 get  
3 do  
4 made  
5 did  
6 got  
7 gets  
8 make  
9 make  
10 made  
11 getting  
12 got

- B 1 had/made  
2 had  
3 got  
4 got  
5 did  
6 had  
7 had  
8 done  
9 did  
10 had  
11 did

- C 1 do  
2 made  
3 got  
4 had  
5 made  
6 have  
7 do

---

### Unit 18

- A 1 Where did you put my coat?  
2 We took a taxi from the airport.  
3 She started the job three weeks ago.  
4 Two friends and I travelled around Europe last summer.  
5 Are you going to Italy tomorrow?  
6 When did you visit Egypt?

- B 1 He brought a letter.  
2 It was a letter from Maria and her son Matthew.  
3 I read it before I went to work.  
4 They are coming here next week.  
5 I am going to meet them at the airport on Tuesday.  
6 They are going to stay at my house.  
7 She takes her son abroad every year.  
8 She took him to France last year.  
9 I'm going to visit her next year.

- C 1 did you see  
2 you speak any foreign languages?  
3 are you working  
4 did you start there?  
5 you use a computer?  
6 Do you like the job?  
7 are you leaving (it)?  
8 When can you start?

## Unit 19

- A**
- 1 Who wants some more coffee?
  - 2 What happened at the end of the story?
  - 3 Who is going to pay the bill?
  - 4 What did he have for breakfast?
  - 5 What did their letter say?
  - 6 Who knows the answer to my question?
  - 7 What did they see?
  - 8 Who is she phoning?
- B**
- 1 Who went on the trip?
  - 2 What's happening in this film?
  - 3 Who are you going to phone?
  - 4 What did you watch on TV last night?
  - 5 Who sent these flowers?
  - 6 What did you buy in that shop?
  - 7 What has made Tom so happy?
- C**
- 1 What happened?
  - 2 Who took his driving test?
  - 3 What did Robert fail?
  - 4 Who did Robert meet afterwards?
  - 5 What did Robert say to Philip?
  - 6 What did Philip say to Robert?
  - 7 Who did Philip meet for coffee?
  - 8 What did Philip say to Linda?
  - 9 What did Linda do?

## Unit 20

- A**
- 1 How often does he read a newspaper?
  - 2 How much does a single room cost?
  - 3 How old were you when you went to live in Australia?
  - 4 How many exams are you going to take?
  - 5 How long will the course last?
  - 6 How far is it from here to the nearest bus stop?
- B**
- 1 How many languages do/can you speak?
  - 2 How far is it ...?
  - 3 How much did the meal cost?
  - 4 How long did you stay ...?
  - 5 How often does the postman come?
  - 6 How much cheese did you buy?
- C**
- 1 from ... to/until
  - 2 every
  - 3 much
  - 4 from ... to
  - 5 years old
  - 6 many
- D**
- 1 How often do you go there?
  - 2 How long do the lessons last?

- 3 How often do you study at home?
- 4 How many people are there in your class?
- 5 How old are they?
- 6 How far is it from your home?
- 7 How much does it cost?

## Unit 21

- A**
- 1 don't you
  - 2 isn't it
  - 3 does it
  - 4 don't they
  - 5 have you
  - 6 aren't you
- B**
- 1 can't I
  - 2 will it
  - 3 was he
  - 4 did I
  - 5 will it
  - 6 wasn't it
  - 7 can you
  - 8 didn't they
- C**
- 1 isn't it
  - 2 haven't you
  - 3 can you
  - 4 don't they
  - 5 won't I
- D**
- 1 You can speak French (very well), can't you?
  - 2 You haven't heard this story, have you?
  - 3 You went to Frank's party, didn't you?
  - 4 It isn't very far from here, is it?
  - 5 She won't be angry, will she?
  - 6 You're not going to leave now, are you?
  - 7 You'll be at home tonight, won't you?

## Unit 22

- A**
- 1 mustn't/must not take
  - 2 You must pay
  - 3 You must vacate
  - 4 You mustn't/must not smoke
  - 5 You must return
- B**
- 1 mustn't forget
  - 2 must go
  - 3 mustn't worry
  - 4 must book
  - 5 must lock
  - 6 must see
  - 7 must phone



- C** 1 You mustn't take  
2 You mustn't make  
3 You mustn't write  
4 You must arrive  
5 You must bring
- D** 1 mustn't/must not tell lies  
2 must not/mustn't open the door  
3 must come for dinner with us  
4 must show identity cards  
5 mustn't/must not eat  
6 must follow the instructions  
7 must write

### Unit 23

- A** 1 don't have to deal with  
2 don't have to be polite  
3 have to be polite  
4 have to work  
5 have to work  
6 don't have to work  
7 have to wear  
8 don't have to wear
- B** 1 I didn't have to work  
2 Do I have to do  
3 I had to run  
4 I had to go  
5 Did you have to show  
6 Do/Will I have to pay  
7 do you have to have  
8 You don't/won't have to decide  
9 I had to wait  
10 Do you have to work ... I had to work
- C** 1 You have to fill in an application form.  
2 Do I have to give you a photograph?  
3 No, you don't have to give me anything, except the money for the card!  
4 We had to do some English tests.  
5 How many questions did you have to answer?  
6 We had to answer about 40 grammar questions.  
7 I had to think about them very carefully.  
8 Did you have to write a composition?  
9 No, but we'll have to/we have to do one next week.

### Unit 24

- A** 1 You shouldn't park  
2 should I cook  
3 You should wear  
4 You shouldn't smoke  
5 We should arrive  
6 Should I pay  
7 I should apply  
8 I should write  
9 I shouldn't eat  
10 We should complain  
11 I should buy
- B** 1 You should cut  
2 You should use  
3 You shouldn't put  
4 You should wait  
5 You should heat  
6 You should cut
- C** 1 Which papers should I get?  
2 I think you should buy the local newspapers.  
3 What do you think I should do before I buy a bike?  
4 I don't think you should decide too quickly.  
5 You should check the condition of the bike.  
6 You should ask somebody who knows about bikes to look at the bike for you.  
7 You shouldn't buy one simply because it looks nice!  
8 You should be very careful.

### Unit 25

- A** 1 couldn't play  
2 can't cook  
3 can't give  
4 couldn't see  
5 can do  
6 can play  
7 can't find  
8 couldn't understand  
9 couldn't go ... couldn't afford  
10 couldn't do  
11 can't talk
- B** 1 She can't see anything without her glasses.  
2 She was so tired after the race that she couldn't stand up.  
3 Last year, Robert could beat his younger brother at chess.  
4 They can see the whole of the city.

- C** 1 might buy  
2 might be  
3 might go  
4 might not go  
5 might not come  
6 might stay  
7 might be ... might be  
8 might not be  
9 might not be  
10 might find

- D** 1 may not be  
2 may not go  
3 may stay  
4 may watch  
5 may get

---

## Unit 26

- A** 1 is delivered  
2 is served  
3 isn't/is not used  
4 are held  
5 is your name spelt  
6 are sold  
7 is paid  
8 are made  
9 is taken  
10 is not known  
11 is shown  
12 are paid

- B** 1 was written  
2 was answered  
3 was made  
4 was tennis invented  
5 wasn't/was not injured  
6 was born  
7 was this pot made  
8 was this city built  
9 was painted  
10 was this book published  
11 was given

- C** 1 The electric light bulb was invented by Thomas Edison.  
2 The office was painted last week.  
3 The accident was seen by several people.  
4 Where are these video recorders made?  
5 The agreement was signed by six countries.  
6 I was helped by a stranger.  
7 The post isn't/is not delivered on Sundays.

- D** 1 produced  
2 were exported  
3 started  
4 were tested  
5 was called  
6 exported  
7 are sold

---

## Unit 27

- A** 1 stop running  
2 don't mind listening  
3 keeps losing  
4 enjoys going ... likes meeting  
5 keep making  
6 finish eating  
7 doesn't enjoy driving ... loves cycling  
8 Do you like reading  
9 don't mind changing  
10 stop making

- B** 1 like living  
2 would like to be  
3 don't like getting up  
4 'd/would like to go out  
5 would like to find  
6 don't like watching  
7 likes lying  
8 would/'d like to discuss  
9 Would you like to come  
10 'd/would like to do  
11 likes going  
12 doesn't like cooking  
13 Does she like working ... 'd/would like to find  
14 would you like to do ... 'd/would like to visit

- C** 1 he went dancing.  
2 he went cycling.  
3 he went swimming.  
4 he went skiing.  
5 he went sailing.

## Unit 28

- A** 1 to phone  
2 be  
3 work  
4 enjoy  
5 to wait  
6 to eat  
7 reply  
8 feel  
9 leave  
10 to bring  
11 receive
- B** 1 come to the meeting on Friday.  
2 to meet some friends tonight.  
3 to listen to what I'm telling you.  
4 to lock the door when you go out.  
5 go out for a meal this evening.  
6 me pay for the meal.  
7 to do a course in Art History.  
8 to pay the bill.  
9 to sit in this chair?  
10 me laugh (a lot).  
11 phone you tomorrow.  
12 be angry with you.  
13 me drive her new car.

- C** 1 do  
2 to go  
3 to come  
4 to leave  
5 to start  
6 to take  
7 to reach  
8 meet  
9 be

## Unit 29

- A** 1 (that) she was going to a conference.  
2 (that) he'd/he had lost his passport.  
3 (that) they'd/they had been on holiday.  
4 (that) she didn't understand.  
5 (that) they were staying for three weeks.

- B** 1 (that) she was enjoying  
2 (that) she had been  
3 (that) she was  
4 (that) she was staying  
5 (that) they/her friends had  
6 (that) she was leaving  
7 (that) she couldn't speak  
8 (that) she was going to have  
9 (that) she would teach

- C** 1 told  
2 said  
3 told  
4 told  
5 told  
6 told  
7 said  
8 said  
9 told  
10 told ... told

## Unit 30

- A** 1 a ... —  
2 — ... —  
3 a ... the  
4 — ... a  
5 an ... the  
6 a ... a  
7 — ... an ... the  
8 a ... —
- B** 1 — ... the  
2 the  
3 a ... the  
4 —  
5 — ... —  
6 a ... the  
7  
8  
9 — ... the  
10 the ... the  
11 the ... the ... the  
12

- C** 1 an 7  
2 a 8 a  
3 9 the  
4 the 10 a  
5 a 11 the  
6 a 12

- D 1 a  
2 the  
3 a  
4 the  
5 the  
6 a  
7 a  
8 the  
9 the

### Unit 31

- A 1 himself  
2 myself  
3 ourselves  
4 themselves  
5 himself  
6 himself
- B 1 enjoyed ourselves very much.  
2 burnt myself  
3 He taught himself.  
4 I think I'm going to buy/I'll buy myself a new coat tomorrow.  
5 She made herself a sandwich
- C 1 myself  
2 herself  
3 themselves  
4 ourselves  
5 himself
- D 1 You'll have to post it yourself.  
2 we carried all our luggage ourselves.  
3 Did you take it yourself?  
4 she (had) made herself.  
5 I chose it myself.  
6 I invented the recipe myself.
- E 1 each other  
2 each other  
3 yourselves  
4 ourselves  
5 each other  
6 each other

### Unit 32

- A 1 She offered Jim a cigarette.  
2 He showed Mary his holiday photographs.  
3 Have you sent them an invitation?  
4 Did you buy her a birthday present?  
5 I gave a friend some of my tapes.  
6 When you go to the post office, could you get me some stamps?
- B 1 She offered a cigarette to Jim.  
2 He showed his holiday photographs to Mary.  
3 Have you sent an invitation to them?  
4 Did you buy a birthday present for her?  
5 I gave some of my tapes to a friend.  
6 When you go to the post office, could you get some stamps for me?
- C 1 I have sent a birthday card to Jane.  
2 I don't want to lend Bruce my bike.  
3 I gave Joan your message.  
4 Could you fetch a knife and fork for me?
- D 1 The waiter fetched them some wine. ...  
The waiter fetched some wine for them.  
2 The waiter showed him the bottle. ... The waiter showed the bottle to Tim.  
3 The chef cooked them a special meal. ...  
The chef cooked a special meal for them.  
4 The waiter gave Tim the bill. ... The waiter gave the bill to Tim.  
5 Lucy lent Tim some money, because he didn't have enough to pay the bill. ... Lucy lent some money to Tim, because he didn't have enough to pay the bill.

### Unit 33

- A 1 nobody  
2 anything  
3 somewhere  
4 nobody  
5 nothing  
6 something  
7 nothing  
8 nothing ... anything  
9 anywhere ... somewhere
- B 1 knew  
2 haven't seen  
3 didn't eat  
4 has happened  
5 is  
6 didn't say

- C** 1 anything interesting  
2 anywhere else  
3 anywhere cheap  
4 somewhere else  
5 something hot

- D** 1 somebody/someone  
2 somebody/someone  
3 something  
4 anybody/anyone  
5 anywhere  
6 anything  
7 Something

### Unit 34

- A** 1 all of the  
2 none of  
3 some of the  
4 some of  
5 some of  
6 none of  
7 none of the  
8 all of the

- B** 1 all the  
2 all  
3 Some of the  
4 Some  
5 None of the  
6 all  
7 None of the  
8 all  
9 None of the  
10 All  
11 all  
12 none of the  
13 Some of the

- C** 1 most of ... all of it  
2 most of ... all of it  
3 all of ... most of them  
4 all of ... none of them  
5 None of ... all of them  
6 all of ... none of it

### Unit 35

- A** 1 either  
2 Neither  
3 Neither ... either  
4 either  
5 neither  
6 either ... neither  
7 either  
8 neither  
9 either  
10 either  
11 neither  
12 either

- B** 1 Both of them  
2 Neither of them  
3 Both of them  
4 Neither of them  
5 Both of them  
6 Neither of them

- C** 1 either of them  
2 both of them  
3 neither of them  
4 both of us  
5 neither of us  
6 neither of us  
7 either of them  
8 Both of us  
9 both of them

### Unit 36

- A** 1 taller than  
2 older than  
3 richer than  
4 lower than  
5 bigger than  
6 smaller than

- B** 1 easier than  
2 better than  
3 more successful than  
4 luckier than  
5 more powerful than  
6 more useful than

- C** 1 the worst  
2 the funniest  
3 the tallest  
4 the best  
5 the most expensive  
6 the most beautiful

- D**
- 1 the happiest
  - 2 more famous than
  - 3 worse than
  - 4 the best
  - 5 the most expensive
  - 6 more difficult than
  - 7 wetter than
  - 8 more comfortable than
  - 9 the most exciting ... more exciting than

### Unit 37

- A**
- 1 as quickly as
  - 2 as angry as
  - 3 as expensive as
  - 4 as big as
  - 5 as good as
  - 6 as hard as
- B**
- 1 as fast as
  - 2 as tall as
  - 3 as long as
  - 4 as clean as
  - 5 as fresh as
  - 6 as full as
  - 7 as strong as
  - 8 as wide as
  - 9 as big as
- C**
- 1 as much (money) as
  - 2 as many countries as
  - 3 as many jobs as
  - 4 as much luggage as
  - 5 as many questions as
  - 6 as much (money) as

### Unit 38

- A**
- 1 too dark
  - 2 enough information
  - 3 too late
  - 4 enough food
  - 5 too nervous
  - 6 too fast
  - 7 good enough
  - 8 enough clothes
  - 9 well enough
  - 10 strong enough
  - 11 too cold
  - 12 enough stamps

- B**
- 1 enough time
  - 2 too many questions
  - 3 warm enough
  - 4 too much salt
  - 5 enough questions
  - 6 too many people
  - 7 comfortable enough
  - 8 too much noise
  - 9 enough players
  - 10 enough bread
  - 11 too many mistakes

- C**
- 1 I'm too tired to do any more work.
  - 2 Judy isn't good enough to pass the exam.
  - 3 Clive is too short to play basketball. / Clive isn't tall enough to play basketball.
  - 4 His girl-friend was too ill to go to the party. / His girl-friend wasn't well enough to go to the party.
  - 5 David didn't have enough money to pay the bill.
  - 6 Is it hot enough to go to the beach?
  - 7 I'm too busy to see you tonight.
  - 8 It's too early to go home.
  - 9 Chris didn't have enough tools to repair the car.
  - 10 I didn't have enough time to visit all the museums.

### Unit 39

- A**
- 1 excited
  - 2 surprised
  - 3 interesting
  - 4 tiring
  - 5 surprised
  - 6 bored
  - 7 exciting
  - 8 boring
- B**
- 1 amusing
  - 2 boring
  - 3 interested
  - 4 confusing
  - 5 bored
  - 6 amused
  - 7 confused
  - 8 surprising
  - 9 surprised

- C** 1 bored  
2 disappointing  
3 disappointed  
4 boring  
5 surprised  
6 confused  
7 surprising  
8 disappointing  
9 boring
- 

### Unit 40

- A** 1 slowly  
2 quickly  
3 immediate  
4 bad  
5 badly  
6 well  
7 good  
8 polite  
9 politely

- B** 1 carefully  
2 angrily  
3 easily  
4 fast  
5 badly  
6 hard  
7 busily  
8 beautifully  
9 happily  
10 hard  
11 correctly  
12 slowly  
13 quietly

- C** 1 well  
2 fast  
3 badly  
4 hard  
5 slowly  
6 well

- D** 1 faster  
2 better  
3 more cheaply  
4 more confidently  
5 harder  
6 more comfortably

---

### Unit 41

- A** 1 quite  
2 quite  
3 really  
4 really  
5 quite  
6 quite  
7 really  
8 quite  
9 really  
10 quite

- B** 1 a pleasant, sunny day  
2 a nice, big smile  
3 a large, black coffee  
4 a horrible, old coat  
5 a large, white building  
6 a big, grey bird  
7 a tall, thin woman  
8 a small, blue car  
9 a strange, little story

- C** 1 a coffee pot  
2 a photograph album  
3 a tennis court  
4 a road sign  
5 a door handle  
6 an air hostess  
7 a music system  
8 a telephone book  
9 a coat hanger  
10 a paper cup  
11 a soup bowl
- 

### Unit 42

- A** 1 between  
2 above  
3 in  
4 in front of/outside  
5 under  
6 next to  
7 behind  
8 in  
9 opposite

- B**
- 1 across
  - 2 down
  - 3 up
  - 4 under
  - 5 into
  - 6 over
  - 7 between
  - 8 through
  - 9 out of
  - 10 to
- C**
- 1 in front of
  - 2 under
  - 3 out of
  - 4 next to
  - 5 through
  - 6 behind
  - 7 on
  - 8 over
  - 9 outside

### Unit 43

- A**
- 1 with
  - 2 with
  - 3 in
  - 4 with
  - 5 in
  - 6 with
  - 7 with
  - 8 in
  - 9 in
  - 10 with
  - 11 with
  - 12 in
  - 13 with
  - 14 in
- B**
- 1 with a spade.
  - 2 with a spoon.
  - 3 with a racquet
  - 4 with a broom.
  - 5 with a cloth.

- C**
- 1 He repaired the car by changing some of the parts.
  - 2 She answered the question without reading it carefully.
  - 3 He left without saying thank you.
  - 4 She got the money by selling her car.
  - 5 I threw the letter away without opening it.
  - 6 We worked all day without eating anything.
  - 7 He lost weight by going on a strict diet.
  - 8 I went out without locking the door.

### Unit 44

- A**
- 1 She spoke to the man who was standing next to her.
  - 2 I read the letters which came in the morning post.
  - 3 He likes the other people who work in his office.
  - 4 She's that singer who was on television last night.
  - 5 Next week there is a festival which happens in the village every summer.
  - 6 I paid the bills which came yesterday.
- B**
- 1 which
  - 2 who
  - 3 who
  - 4 which
  - 5 who
  - 6 which
  - 7 who
- C**
- 1 We ate the sandwiches which/that Jack made.
  - 2 I'm doing some work which/that I have to finish today.
  - 3 She's an old woman who/that I often see when I go to the shops.
  - 4 He's an actor who/that a lot of people like.
  - 5 It's a magazine which/that I read sometimes.
  - 6 She was wearing a red dress which/that she wears at parties.
- D**
- 1 The bus which goes to the airport leaves every 20 minutes.
  - 2 The picture which was hanging near the door was horrible.
  - 3 The instructor who taught me how to drive was very patient.
  - 4 The girl who was sitting next to me started talking to me.



# Answer key to exit test 1

1 c	12 a	23 c	34 a
2 c	13 b	24 ■	35 a
3 a	14 b	25 c	36 b
4 c	15 a	26 b	37 a
5 c	16 b	27 a	38 a
6 b	17 c	28 c	39 b
7 c	18 a	29 b	40 c
8 b	19 a	30 a	41 a
9 b	20 a	31 c	42 ■
10 c	21 a	32 a	43 c
11 a	22 a	33 c	44 b

# Answer key to exit test 2

1 c	12 b	23 b	34 b
2 c	13 c	24 c	35 b
3 b	14 b	25 ■	36 b
4 c	15 b	26 a	37 c
5 a	16 c	27 b	38 c
6 c	17 b	28 b	39 a
7 a	18 a	29 c	40 b
8 a	19 c	30 a	41 b
9 a	20 b	31 a	42 a
10 a	21 c	32 c	43 b
11 c	22 a	33 a	44 a

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# Verb tenses

infinitive: **cook**

	POSITIVE <i>full forms</i> ( <i>short forms</i> )	NEGATIVE <i>full forms</i> ( <i>short forms</i> )	QUESTIONS
<b>Present Simple</b>			
I/you/we/they	cook	<b>do not</b> cook (you <b>don't</b> cook)	<b>Do</b> you cook?
He/she/it	cooks	<b>does not</b> cook (she <b>doesn't</b> cook)	<b>Does</b> he cook?
<b>Present Continuous</b>			
I	<b>am</b> cooking (I'm cooking)	<b>am not</b> cooking (I'm <b>not</b> cooking)	<b>Am</b> I cooking?
You/we/they	<b>are</b> cooking (we're cooking)	<b>are not</b> cooking ( <b>aren't</b> cooking)	<b>Are</b> you cooking?
He/she/it	<b>is</b> cooking (it's cooking)	<b>is not</b> cooking ( <b>isn't</b> cooking)	<b>Is</b> she cooking?
<b>Past Simple</b>			
I/you/he/she/it/we/they	cooked	<b>did not</b> cook ( <b>didn't</b> cook)	<b>Did</b> you cook?
<b>Past Continuous</b>			
I/he/she/it	<b>was</b> cooking	<b>was not</b> cooking ( <b>wasn't</b> cooking)	<b>Was</b> he cooking?
You/we/they	<b>were</b> cooking	<b>were not</b> cooking ( <b>weren't</b> cooking)	<b>Were</b> you cooking?
<b>Present Perfect</b>			
I/you/we/they	<b>have</b> cooked (I've cooked)	<b>have not</b> cooked ( <b>haven't</b> cooked)	<b>Have</b> they cooked?
He/she/it	<b>has</b> cooked (he's cooked)	<b>has not</b> cooked ( <b>hasn't</b> cooked)	<b>Has</b> she cooked?
<b>Present Perfect Continuous</b>			
I/you/we/they	<b>have been</b> cooking (I've been cooking)	<b>have not been</b> cooking ( <b>haven't been</b> cooking)	<b>Have</b> you been cooking?
He/she/it	<b>has been</b> cooking (he's been cooking)	<b>has not been</b> cooking ( <b>hasn't been</b> cooking)	<b>Has</b> she been cooking?
<b>Past Perfect</b>			
I/you/he/she/it/we/they	<b>had</b> cooked (she'd cooked)	<b>had not</b> cooked ( <b>hadn't</b> cooked)	<b>Had</b> they cooked?